

MINUTES
of the meeting of the Local Governing Body of
Teignmouth Community School, Exeter Road
held on 30 April 2025 at 5.30 pm

Present:		
Name	Title/Role	Initials
Simon Shadbolt	Co-Opted Governor, Chair of Governors and Ivy Education Trust Link	SSh
Rachel Wickham	Headteacher, Ex-Officio	RW
Michael Wigmore	Parent Governor, Vice Chair, Leadership and Management Delivery Link	MW
Laura Parfitt	Co-opted Governor, Behaviour, Safeguarding and Attendance Link	LP
Jim Prior	Co-opted Governor, Enrichment and Careers Link (via MSTeams)	JP
Jane Russell	Co-Opted Governor, Curriculum and Delivery Link (via MSTeams)	JR
Dr Karl Devincenzi	Co-opted Governor, Curriculum and Delivery Link (via MSTeams)	KD
Jessica Phillips	Co-opted Governor	JP
Samantha Horne	Co-opted Governor	SH
Catherine Merrick	Parent Governor	CM
Apologies		
None		
In Attendance:		
Francesca Townsend	SENDCo	FT
Gaby Willis	Trust Governance Office and Company Secretary	GW
Rachel Hill	Local Governance Officer	LGO

Key to acronyms

LGO	Local Governance Officer	IET	Ivy Education Trust
GIP	Governance Improvement Plan	SIP	School Improvement Plan
SEND	Special Education Needs and/or Disabilities	LGB	Local Governing Body
GH	GovernorHub	SLT	Senior Leadership Team
ToR	Terms of Reference	LA	Local authority

	Housekeeping:	Action
25/4/1.1	Welcome and Apologies: Welcome to Francesca Townsend, SENDCo and Guest Presenter. Noted that JP, KD and JR were in attendance via MSTeams. There were no apologies.	
25/4/1.2	Declarations of Interest: There were none.	
25/4/1a	Presentation by Francesca Townsend, SENDCo. FT presented on SEN at TCS: Review and current position and Action Plan. A copy of the presentation and action plan are uploaded to GovernorHub. FT talked through the Four Key Priorities for improvement as follows: <ul style="list-style-type: none"> • Inclusion and intervention • Attendance • Teaching and learning • Literacy <i>Q: Will the new language for SEND learners be aligned as it was for the staff? Yes.</i> <i>Q: Do we have clear goals that can be measured against at the end? Specific outcomes? How do you know that you are making gains?</i> On the attendance target, Chris Darvill has worked on sharing data with parents and young people. Sam Horne arrived at 17.57. Data is being monitored. We want to see an improvement over time. RW re-iterated that what FT is proposing is a cultural shift. Less for the staff in school but more for students and their families. We are moving to bring ourselves into an enabling model. We provide young people	

	<p>with skills to get over the hurdles. We need to turn the tide in the narrative around meeting needs and being inclusive to make progress – we accept this might be more challenging and these are the strategies being put in place. The cultural shift needs to be captured in our vision.</p> <p>We presented the vision to young people in the SEND hub. Feedback was read out. Pupils were reflective and understood what we were trying to achieve.</p> <p><i>What is the main lever for impact?</i> The main part is that all staff adopt the same position and shared language.</p> <p><i>Q: We have had a coaching programme running for 12 months – is this going to dovetail or run alongside it?</i> It will run alongside but step into it. Training will be for support staff who will model it for the staff. The coaching marries up with the Steplab coaching model.</p> <p><i>Q: Can we split the action plan out into quarters for the year?</i> Yes, there is an associated person and timeline on the WE audit.</p> <p>There is a huge degree of challenge to get better support from the LA. Significant progress has been made.</p> <p>FT added. I need to raise that we are in a deficit position and do not have enough hours in the SEND team to provide provision. We will re-allocate to other staff members. There will be clarity on the expectation of what they deliver with measurable outcomes.</p> <p><i>Q: Is IET aware of the financial gap in provision?</i> The Chair confirmed that IET was aware of the situation.</p> <p><i>Q: Is FT receiving support?</i> CEO of IET went to County Hall with FT and the TGO sent a letter to County Hall – they are very much aware, as are the Board of Trustees.</p> <p><i>Q: What is the reality of your fight with DCC - will it make up the deficit that you have?</i> There will always be a deficit. We know that the hourly rate is £4 less than what we pay our staff and banding is not working. A consultancy firm is coming in to look at how DCC are spending the money and make fairer funding. We need to be aware that when there is challenge from parents we have to be clear about what can and can't be done.</p> <p><i>Q: You are working proactively with Y9 – when you do work this year can we have a comparison of outcomes of when it was done reactively before?</i> Yes. I want to show the impact of the wider work I am doing, so we won't be losing it.</p> <p><i>Q: Getting funding for EHCPs is difficult. I know friends have gone through the process and it is hard.</i> FT responded. The reality is that I also have grit and determination. I cannot abide inequitable processes. We provide advocacy work to help parents with the process. We will be looking at parent education next year so I can support them. We are an organisation that looks at need above everything else. Moral imperative drives the work.</p> <p>FT was thanked for her presentation and left the meeting at 18.28</p>	
25/4/1.3	<p>Link roles for newly appointed governors:</p> <ul style="list-style-type: none"> • Jessica Phillips (co-opted, GB appointed) Behaviour, Safeguarding and Attendance • Samantha Horne (co-opted, GB appointed) Inclusion (Disadvantaged and SEND) • Catherine Merrick (parent, GB appointed) Parent Forum 	
25/4/1.4	<p>Governance Improvement Plan:</p> <p>Action from meeting held on 26.02.2025. RW has sent MW data on Attainment 8. MW has updated the GIP. A copy was posted in GH prior to the meeting.</p>	
25/4/1.5	<p>Risk Register:</p> <p>Updated copy posted in GH prior to the meeting. MW to discuss with finance piece.</p>	
	Standing Items:	
24/4/2.1	<p>Matters Arising from meeting held on 26.02.25:</p> <p>Any matters arising are included within this agenda.</p>	
25/4/2.2	<p>Accept the minutes of the previous meeting as a true and accurate record:</p> <p>Unanimously ACCEPTED.</p>	
	Strategic Items:	
25/4/3and 4	<p>Feedback from IET and verbal update from the Chair:</p> <p>IET comms sheet to LGBs in GH.</p>	

25/4/5	<p>Headteacher's Update: <u>Receive data on staffing provision and staff absence rates</u> The school has completed the first wave of redundancies but remains in deficit. NI funding only covers 75% of the cost. The teaching pay rise is now 4%. Every time the school makes steps to reducing the deficit it goes up. We are now moving into phase 2 of the action plan.</p> <p>The school currently has only three staff vacancies. One is for the Head of Technology and Art. We have advertised for a second time. We have lost an A level chemist teacher who has moved to another school so there is a risk around A level chemistry. We have a part time IT vacancy. With regards to Staff provision for the new academic year we have got to May 31st for staff to hand in their notice if they are going to. We are looking in a relatively good place in terms of staffing. In terms of staff turnover it is really low. Most people who exit is do so as a result of restructure or retirement.</p> <p>Autumn term absence has reduced by 27%. Support staff absence has reduced by 60%. This is largely due to the exit of 2 members of staff. <i>Q: Were there any circumstances or mitigation that created the 27% reduction?</i> A number of assessment questions I score against is absence. If you have absence fall it is normally where roles are made redundant.</p> <p>Our attendance year to date is slightly above what it was last year. A big focus on my time and energy is trying to reach a balanced budget.</p> <p><i>Q: The real danger is do we know where the red lines are?</i> The first round cut into some of the flesh. Once we have done work on the next phase there is nowhere else that we can cut from. We need to get to a £200k deficit.</p> <p>The school that has lost a third of its students. Then we have falling birth rates which results in smaller year groups. We get funded a year behind from government. Our deficit is largely due to falling pupil numbers and increased costs. The Trust did financially support us to get from an inadequate to good Ofsted.</p> <p><i>Q: You talk about reduced numbers. Are you saying negative impact?</i> Yes. We get paid per child. Our pan is 180. There aren't enough children in the primary schools to get 180. The falling birthrate is nationwide</p> <p>The challenge for the school is to reach the budget deficit whilst improving. This is difficult to manage along with parent perception of our school. <i>Q: Has the restructuring of SLT been done?</i> Yes. I will be maintaining 3 deputies. <i>Q: So, workloads are going to increase?</i> Yes. Everything I am doing has some impact on some children.</p> <p>Agenda Item next meeting: RW to report on where the Senior Leadership Team (SLT) would land under the new Ofsted framework. To be held in the Library.</p>	
	Reports from Link Governors:	Agenda Item June
25/4/6.1	<p>Safeguarding, Behaviour and Attendance: No report received.</p>	
25/4/6.2	<p>Enrichment & Careers: No report received.</p>	
25/4/6.3	<p>Inclusion (Disadvantaged & SEND): Please see agenda item 1a above.</p>	
25/4/6.4	<p>Curriculum & Delivery: Two reports uploaded to GH. JR verbally updated on Sixth Form. KD will be visiting school next week to report on curriculum and delivery.</p>	
25/4/6.5	<p>Leadership & Management Delivery: MW verbally reported. There could be a risk of industrial action from staff. Action MW to update RR with that point.</p>	MW

	<p>The budget for the next academic year is a definite challenge. The good news is that in year we are managing our spending.</p> <p><i>Q: How often do you re-forecast?</i> Every month</p> <p>MW continued. There is one line in the budget that I would challenge. This year sees a significant difference in spend on external alternative provision. RW responded. The school has brought this in-house due to the costs associated with provision. Some alternative provision costs £150k per student. It is expensive. It seems to have better effect on behaviour with internal provision.</p>	
	Policies:	
25/4/7.1	<ul style="list-style-type: none"> • Provider Access Policy Statement • ICT and Internet Acceptable Use Policy <p>As the school had not been able to provide updated copies of these above policies for ratification, it was agreed that once they have been amended and returned by the school they would be uploaded to GovernorHub for online governor approval and ratification prior to the June meeting.</p>	Action: All
	Governor Visits and Training	
25/4/8.1	<ul style="list-style-type: none"> • New governors have signed up for induction training. • LGO to add new governors to NGA learning link. • Discussed whether training provided by Devon Education Services (DES) was still working for the school as two DES induction training courses have been cancelled due to lack of demand. 	
	Date of Next Meeting:	
	Wednesday 18 th June 2025 – 5.30pm in the Library	
	The meeting closed at 19.15.	