



# Twineham CofE School

*Nurture Togetherness Resilience Creativity*



*Everyone is a gift and everyone is gifted*

## GOVERNING BODY OF TWINEHAM CE SCHOOL

Minutes of the meeting of 6<sup>th</sup> May 2025 (by Zoom)

Present:

Mrs J Pattenden (Chair), Mr C Skilton (CS), Mr R Copper (RC), Mrs L Rydon (LR) – for part of meeting by phone, Mrs R Schofield (RSc), Ms M Tatters (MT) Mrs S Davy (HT),

CS took the minutes in the absence of a Clerk.

**25/58 Opening Prayer:**

**25/59 Apologies for absence:** Apologies had been received from Revd R Cornish, Mr R Shakespeare, Mrs L Rydon, Mrs E Slade.

**25/60 Declarations of interest:**  
RSc declared an interest as governor of Albourne CE Primary School.

**25/61 Urgent Matters:**  
The date of the next Resources Committee was confirmed as 22<sup>nd</sup> May at 1.30pm.

**25/62 Approval of the minutes of the Extra Meeting of 28<sup>th</sup> April 2025 Part II (via Zoom)**  
The minutes of the meeting of 28<sup>th</sup> April 2025 Part II were approved.

**25/63 Future Leadership of the School (Part II)**

*(a) Update on Meetings*

1. SENAT Meeting with Matt Clark (HT & Chair)

Matt Clark is part of the Monitoring Team but undertook to take the school's concerns to the Assessment Team (which also needs to agree any action)

(i) Two issues discussed were:

(a) Specific challenges of particular children with EHCPs.

(b) The issue of backdating funding due to the school for these children.

(ii) MC undertook

(a) To look at the full cost of provision for these children and specifically to look at two children with unique needs and to consult with the Finance Team.

- (b) To liaise with the Assessment Team concerning EHCPs still in draft form.
  - (c) To discuss the notional funding, recognising the issues faced by a small school.
- (iii) This now requires a follow-up meeting to look at the conclusions reached at LA and the implications for the school.

The HT & Chair reported that this had felt a supportive and helpful meeting at which the school's concerns had been heard and that actions will follow.

## 2. Meeting with Rachel Oyuba and Ian Rogers re Budget (HT & Chair attended).

- (i) Given that some of the figures were not yet finalised for children (as above) a final budget was yet to be agreed.
- (ii) RO would discuss again with the School Bursar a budget based on a 2-class structure.
- (iii) Key figures in the LA had now been spoken with and decisions now needed to be made and confirmed.
- (iv) Important discussion took place around advertising for a senior TA role (for the Rainbow Room) to enable a 2-class structure to have the best chance of working for all pupils. Clarification was still needed from HR as to whether a permanent post could be advertised. (There had been some confusion from the LA as to whether this was a new role or , as is the case, an enhanced role.

An update on what could properly be advertised was needed preferably by the next day.

### *(b) Concerns raised in staff representations*

In response to a question from a Governor the HT said that the teaching staff were aware of considerable activity behind the scenes – even if nothing could be said publicly yet. The HT and Chair recognised the need to go back to the Staff with answers to their concerns. The HT also reported that there was to be an INSET Day after HT with Duncan Edwards and Helen Smith supporting work on the curriculum for the new structure.

A draft response to the staff concerns would be circulated to the GB.

### *(c) Next Steps – a 2-class structure*

The number of pupils predicted for 2025-26 predicates a 2-class structure. Integral to this is the recruitment of a high-level TA to manage the Rainbow Room to enable the best provision possible in the circumstances to be offered to all pupils at Twineham.

The job advertisement to be shared with the GB. There was also a constraint that the budget for the year must be set by 22<sup>nd</sup> May 2025.

The Chair proposed the following motion which was accepted:

*"It was with the deepest regret that following many meetings with key WSCC and Diocese Advisors and Stakeholders that, in order for the school to operate, the Governing Body has to accept that there will be a 2-class structure for Twineham School for the year 2025-26."*

*(d) Ensuing Actions*

- (i) There had been one request for voluntary redundancy to be considered and this needed to be addressed by the HT and Chair by May 8<sup>th</sup>.
- (ii) It was agreed that Staff needed to be fully informed of the position and the processes which will follow.

(Mrs S Davy left the meeting during this part of the discussion)

- (iii) Parents needed to be invited to a meeting at the school to share the forthcoming arrangements. A transcript of the presentation made will be distributed to all parents. The Comms Department at both West Sussex and the Diocese may have some wisdom to offer.  
There is a balance with informing parents between waiting for the TA post to be appointed and affirming that the post is actively being recruited.
- (iv) The JD for the TA post to be updated as soon as West Sussex Finance & HR sign it off.
- (v) Should parents wish to contact the GB, details on the website need to be updated.

**Summary of actions:**

1. Arrange follow-up meeting with Matt Clark re EHCP funding (**Chair & HT**)
2. Follow up with Rachel Oyuba & Ian Rogers to gain final clarity about the TA post for the Rainbow Room. (**Chair & HT**)
3. Respond to Staff Representations and circulate draft to all Gobs (**Chair/HT/All Gobs to read**).
4. Chase W Sussex and Diocese for follow up to Strategy Meeting held on 2<sup>nd</sup> April (**Chair**)
5. Consider the request made for consideration for voluntary redundancy (**Chair/HT**)
6. Staff to be briefed on next steps (**HT supported by Chair**)
7. Parents to be invited to a meeting and transcript for distribution after the meeting (**HT supported by Chair**).
8. JD for TA enhanced TA post to be updated and circulated to GB and advertised when cleared to do so. (**HT/Chair/All Gobs**)

9. Governor details on website to be updated (**Office/HT**)

**25/64 Future Dates ++ NOTE CHANGES ++**

**FGB**

**12<sup>th</sup> May 2025 at 3.30pm**

**16<sup>th</sup> June 2025 at 3.30pm (added to Calendar)**

**7<sup>th</sup> July 2025 at 3.30pm**

**Resources Committee**

**Thursday 22<sup>nd</sup> May at 1.30pm**