



**DIOCESAN BOARD OF EDUCATION**

**Minutes** of a meeting of the Diocesan Board of Education held on Tuesday 9 February 2021 at 1.30pm via Zoom.

**Prayers:** The Rt Revd Dr Mike Harrison led the opening prayers.

**Present:**

Mrs Jane Addis	Mr Guy McGregor
The Revd Penny Brinkley	The Revd Carl Melville
Mr Tom Brooke	Mrs Gillian Mitchell
Mrs Elaine Burdiss	Mr Pete Mumford
Mr John Dixon	Mr Hugo Parker
Mrs Jane Eccleston	Mrs Frances Parr
Mr Tim Fairbairn	The Revd Canon Sharon Potter
The Ven Jeanette Gosney	Mr Drew Quayle
The Rt Revd Dr Mike Harrison (Chair)	Mr Paul Ryle
Mr Nicholas Jardine	The Revd Toby Tate
Mrs Mary Lewis	

**In Attendance:**

Mr Daniel Jones	Diocesan Buildings Officer
Miss Gemma Kingston	Diocesan Schools' Adviser
Mr Phil Knowles	Diocesan School Effectiveness Officer (SEO)
Mrs Jane Sheat	Diocesan Director of Education (DDE)
Miss Jacqui Studd	Administrator (Education)
Mrs Sue Todd	Deputy Diocesan Director of Education (DDDE)

**WELCOME**

The Chair welcomed members to the meeting, particularly Sue Todd to her first meeting as the Deputy DDE.

**21.01 MEMBERSHIP**

The Chair noted the resignation of the Revd Canon Sharon Potter from the Board and expressed his gratitude for her service as Vice Chair over the last eight years.

**21.02 APPOINTMENT OF VICE CHAIR**

The Revd Carl Melville was duly elected Vice Chair of the DBE: proposed by the Chair and seconded by the Ven Jeanette Gosney. Revd Melville was congratulated by the Chair.

**21.03 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 24 November 2020 were approved and signed.

## **21.04 MATTERS ARISING**

Guy McGregor noted his concern about the level of funding received per pupil in Suffolk. The Chair thanked Guy for highlighting the issue and advised that the DBE would keep an eye on this.

The Ven Jeanette Gosney asked for an update on the Public Sector Decarbonisation Scheme (PSDS). The Buildings Officer advised that of the four bids made, two had been unsuccessful but the outcomes of the other two bids were awaited.

## **21.05 DECLARATION OF INTEREST**

None.

## **21.06 DIOCESAN DIRECTOR OF EDUCATION'S REPORT**

The DDE referred to Paper A, which provided an update to DBE members on issues arising since the last meeting. The DDE highlighted the challenging start to this term and paid warm tribute to church school Headteachers and their staff for moving so quickly and effectively to provide learning for pupils at home and in school. The DDE advised that she is working with the local authority to lobby for vaccinations for school staff and is encouraging Heads to ensure that they take a break at half-term.

The DDE noted:

- that the PSDS had been heavily oversubscribed and thanked the Buildings Officer and Ingleton Wood for the support provided to schools
- the local authority has asked if Gemma could fulfil the role of RE Professional Adviser to SACRE for approximately two days a month until July 2022
- the Church of England has issued a Briefing Note on the DBE Measure which had been circulated to members
- she continues to participate in the Church of England's Diocesan Educational Leadership Programme (DELP) research project which is looking at the contribution which DBEs and their education teams make to the mission of their diocese, and the impact
- that the Executive Trustees for the St James school site are meeting with Savills on 16 February to consider options for the sale of the site. The DDE thanked Hugo Parker and Tim Fairbairn for their work as part of the subgroup.

The DDE recommended forming a small group to consider the DBE Measure, with representation from the DBE and the Diocesan Board of Finance, which was approved.

The DDE referred to the proposal to underwrite work on the school house at Bedfield CEVCP School and expressed her thanks to the local authority for contributing £10k towards the costs. The DDE asked for comments. The Ven Jeanette Gosney asked whether the local church had been approached concerning the school. The DDE advised that discussions with the school had involved foundation governors with links to the local church but the DDE would approach the church directly. Hugo Parker asked whether the sale of the school house would be more beneficial. The Buildings Officer advised that this had been considered but because of the location of the school house within the school site, there were issues with access. Tim Fairbairn asked about the sustainability of future costs for the school house and the DDE advised that the school are aware of the need for a sustainable plan for the house.

The Chair asked for approval to underwrite the costs of the improvements to the school house at Bedfield CEVCP School, less the £10k to be contributed by the LA, i.e. a total of £49k before VAT. This was approved.

**Action:** DBE Members to advise the DDE if they would like to join the working group on the DBE Measure.

*Paul Ryle joined the meeting at 14.10*

## **21.07 DBE STRATEGY UPDATE: APRIL 2019 – MARCH 2022**

The DDE introduced Paper B, the updated DBE Strategy Action Plan for April 2019 – March 2022 which is reviewed by the DBE twice a year. The DDE advised that changes had been made to reflect some of the support now being offered to schools but that due to COVID-19, some of the work had had to stop but would be revisited in due course.

Jane Eccleston asked when discussion of the plan from 2022 would begin. The DDE recommended that this take place in the autumn.

Drew Quayle highlighted that there were still areas in the DBE Strategy Action Plan which required monitoring by a DBE member. The DDE invited members to contact her if they wished to monitor an area.

The Ven Jeanette Gosney highlighted the importance of encouraging links between churches and schools and asked if statistics were available to reflect these links. The DDE highlighted that the current situation has created more pressures for churches and schools but she was aware of digital support being offered to schools and thanked clergy for all they are doing for church schools. Gillian Mitchell, Elaine Burdiss and the Revd Canon Sharon Potter provided details of the good links between their schools and local churches. Gillian Mitchell also highlighted Microsoft Forms as a useful tool for undertaking surveys.

Drew Quayle suggested that it might be more beneficial to measure the value of the links between churches and schools and the impact on depth and growth, as well as sharing good practice.

The Chair advised that statistics could be useful as they show gaps but agreed for the need to share good practice which he and the Ven Jeanette Gosney would look at. The Chair thanked the DDE for her leadership.

**Action:** DBE Officers to consider way of obtaining statistics on links between churches and schools.

## **21.08 RE AND COLLECTIVE WORSHIP UPDATE**

The Schools' Adviser introduced Paper C, providing an update on RE and collective worship work since the last meeting.

The Schools' Adviser thanked the Chair for his video on endurance which had been sent to schools as part of the collective worship planning for the first part of the spring term. The theme for the second half of term is Jesus in the wilderness, which had been inspired by the works of Stanley Spencer and is available on the Diocesan website - <https://www.cofesuffolk.org/collective-worship/>. The Schools' Adviser welcomed ideas for future planning.

The Revd Carl Melville thanked Gemma for her work and especially the use of Padlets and asked whether they could be used to capture ideas from and work being done by clergy and schools. The Schools' Adviser agreed to look at this.

The Ven Jeanette Gosney suggested a theme of transformation to follow Easter. Jane Eccleston suggested a focus on shared worship and celebration. The Chair suggested a mirror of the 40 days before Easter, to the journey by Jesus in the 40 days from Easter to Ascension.

The Schools' Adviser thanked members for their suggestions. She then highlighted the Emmanuel Project Facebook page - <https://www.facebook.com/EPSuffolkRE> - which has gone live and which provides schools with examples of school work and allows them to share ideas.

The Chair asked whether this has been promoted and the Schools' Adviser answered that schools have been advised and it has also been highlighted in the recent education newsletter - <https://www.cofesuffolk.org/schools/school-leaders/schools-news/schools-newsletters/>. Paul Ryle believed the Facebook page was a good way to share ideas and would be useful for new and experienced RE subject leaders to see a benchmark of standards of work. Gillian Mitchell commented that the Emmanuel Project had been well received in East Bergholt CEVCP School and that it really engaged the children.

Frances Parr asked if foundation governors had been advised. The Administrator confirmed that the newsletter with details went to all foundation governors.

The Chair thanked the Schools' Adviser for her work.

**Action:** The Schools' Adviser to look at how Padlets can be used to capture ideas and share work. The Schools' Adviser will talk about Padlets at the next meeting.

**Action:** Details of the Emmanuel Project Facebook page to be sent to foundation governors.

## **21.09 SCHOOL EFFECTIVENESS REPORT**

The SEO introduced Paper D, providing a focus on the current issues that have arisen as a result of the pandemic. The SEO noted:

- the latest guidance from Ofsted on remote learning
- that graded Ofsted inspections were expected to resume from the start of the summer term 2021
- church schools continue to go beyond expectations in supporting their children and families
- remote support to schools on SIAMS will be offered after half term
- the focus on wellbeing support for Headteachers.

The Chair thanked the SEO for his work.

## **21.10 LOCAL AUTHORITY UPDATE**

Pete Mumford referred to Paper E, which provided an update on local authority issues arising since the last meeting. Pete Mumford noted:

- the local authority is lobbying Government for vaccinations for school staff
- only one community primary school is currently seeking academisation
- all admission authorities must determine their admission arrangements for 2022/2023 by 28 February 2021
- changes to admission appeals introduced in 2020 in response to COVID-19 will be extended to 30 September 2021

- the local authority is working with school leaders on their teaching and learning offer and what is working well, any challenges and how they are attempting to overcome challenges.

The Chair thanked Pete Mumford for the local authority update.

**21.11 CONFIRMATION OF FOUNDATION GOVERNORS**

The DBE ratified the appointment of Foundation Governors listed in Paper F.

**21.12 FUTURE AGENDA ITEMS**

None.

**21.13 ANY OTHER BUSINESS**

None.

**21.14 DATES OF FUTURE MEETINGS**

The Board noted that future meetings would take place on:

- Tuesday 4 May 2021 at 5.30pm for 6pm
- Wednesday 15 September 2021 at 5.30pm for 6pm
- Tuesday 23 November 2021 at 1pm for 1.30pm

The Chair thanked members for their contribution to the meeting.

The meeting closed at 2.35pm with a prayer by the Revd Canon Sharon Potter.

Signed: \_\_\_\_\_  
[Chairman]

Date: \_\_\_\_\_