

**THE JOHN OF GAUNT SCHOOL**  
**Minutes of the Curriculum, Learning and Educational Standards Committee Meeting**  
**Tuesday 28<sup>th</sup> June 2016**

**Time:** 6 pm  
**Place:** The Hub  
**Present:** Liz Summerson, Kevin Eames, Eerke Boiten, Matt Palmer, Andrew Hawkins (part), Ben Rhodes, Peter Ramsay, Rachel Martin, Debbie Youngs, Susan Whitehead-Whiting (part), Vicky Marshall (part), Andrea Perks (part), Eleanor Shergold (Clerk)  
**Apologies:** Louise Hamilton

Agenda Item	Actions Agreed	Who
23/16	LS is meeting with VLO to discuss promotion of a greater awareness of opportunities that an MFL opens up. BRH to send on faculty review documents.	LS BRH
35/16	Numeracy policy to be requested.	BRH
41/16	KE to follow up on effectiveness of Accelerated Reader with ABA.	KE
42/16	Malpractice & Maladministration policies to be amended and a letter to be sent out via Parentmail drawing parents' attention to these policies.	ES BRH
42/16	Governors to feedback to LS re more able policy within the next 2 weeks. A date will be arranged with BRH and/or JWO for governors to discuss provision for more able students in more detail.	LS

**37/16 Apologies**

Apologies were agreed and accepted. Minutes of 3<sup>rd</sup> May approved with the addition that DY was also present at the meeting.

**38/16 Declaration of Business Interests**

Governors were reminded to declare business interests as necessary.

**39/16 Deputy Headteacher's Report - Feedback on Points from the School Improvement Plan (SIP)**

*Rapidly close the achievement gap between students vulnerable to under-achievement (Pupil Premium / SEND / alternative provision) and their peers.*

**Special Educational Needs (SEN) Self-Evaluation (SEF)**

SWH attended the meeting to update governors on the recently completed SEN SEF, which was circulated in advance of the meeting. SWH reported that completing the SEF had helped highlight areas for development rather than bringing out anything new. Information is taken from JOG's last Ofsted report and achievements of students with SEN over the last 3 years. SWH - there is difficulty in making year on year comparisons due to the difference and complexity of students' needs. This highlights the need for case studies which is something that BRH, SWH and VMA (SENCO-designate from September) are looking into.

Quality First Teaching - JOG has worked hard on differentiation, ensuring a strategic whole school approach to the needs of students with SEN. Ongoing CPD is important for the achievement of SEN students in order for appropriate challenge to set the right pace.

Transition - need for improved links with primary schools was raised by governors. Early contact is complicated for a number of reasons, but cluster meetings may provide a context that makes this easier.

**Transition Groups**

VMA updated governors on plans to take this forward into next year. The name has been changed from nurture groups as the goal is to support transition into KS3 & 4 and to develop basic study skills.

The study skills programme aims to increase students' independence and confidence as learners and will link to the rest of the curriculum enabling students to develop skills that are transferrable across subjects.

Challenges re the new Yr7 cohort were highlighted as primary schools' SATS grading has been changed making student ability less clear. APE highlighted the importance of teachers and TAs raising concerns if they notice students struggling. Reading tests and CATs will take place early in September which will help bring clarity.

Governors thanked SWH and VMA for their hard work.

### **Pupil Premium**

The pupil premium lead has been taken on by APE since Easter. APE updated governors on the priorities for terms 5&6, the main focus being on Yr11 students, targeting students where support has been needed using the latest Yr11 tracking and mock results. MGU, BRH and APE have reviewed the effectiveness of support given. 50 students responded to the questionnaire that was used to facilitate the review.

Support shifted to Yr10 students as Yr11 exams finished. Work already started with Yr10 includes English and maths support and the completion of a summary of individual needs for all PP students.

Governors asked if support will be offered in other subjects due to the changes in GCSEs. SWH, VMA and MGU are currently looking at how TAs are used and different models that may be considered.

Yr10 students have been asked to complete a short questionnaire to identify barriers to learning.

Governors asked about parental involvement - APE reported that parents have appreciated the contact and plans to work on student perception of school to encourage improved parental perception.

Governors challenged the importance of having plans in place for earlier intervention for students - Yrs7, 8 & 9 and the need to build resilience earlier on.

Governors thanked APE for her hard work.

### **40/16 Minutes and Matters Arising**

**20/16** - AS levels and A2 - all students will do AS levels. Clarendon has followed suit.

**23/16** - LS is going to meet with VLO at the end of term to discuss how to promote greater awareness of the potential opportunities that an MFL opens up. MFL faculty review has taken place. BRH will forward the information to governors. **BRH**

Science and DT faculty reviews are taking place this term.

**35/16** - BRH will request a numeracy policy to be written. **BRH**

### **41/16 Deputy Headteacher's Report - Feedback on Points from the School Improvement Plan (SIP)**

*Rapidly close the achievement gap between students vulnerable to under-achievement (Pupil Premium /SEND / alternative provision) and their peers*

Literacy plans have been embedded in English lessons for 2016/17. The programme of Study will have 6 Units of Work covering:

- Spelling skills and rules
- Key words
- Writing structures and grammar
- These will be studied and practised using a range of subject matter
- A reference book will be provided with a section for each subject's key words and terminology

CPA & ABA will provide consultation and carry out QA of its use in each subject area.

JOG has purchased 'Accelerated Reader' and impact gained will be monitored through the school year. Governors expressed concern that this does not compromise the softer objective of enjoyment of reading. KE will explore this concern and monitoring the programme's effectiveness with ABA.

Governors expressed a desire to have more educational evidence in support of use of the programme. Teachers would be more likely to buy into an initiative if they know what it is about and why - the need to consult and for improved communication are points that may come out of the workload working party.

**Action - KE to follow up on effectiveness of Accelerated Reader with ABA.** **KE**

*Achieve outstanding formative feedback so that all students, including Post-16, are clear on how to improve their work and act on feedback to maximise progress.*

BRH gave an overview of the recent whole-school formative feedback review sample including what is going well and next steps. There has been discussion about expectations in the workload working party, some feeling that expectations are unrealistic. MGU has recently clarified what SLT are expecting. Governors asked if this is going to be a CPD focus - BRH explained that CPD is going to be returned to faculties.

*Ensure high quality homework and independent learning is used to enrich, extend and enhance students' learning in all year groups, including Post-16, across all subjects.*

BRH informed governors that this has not been a focus during terms 5 & 6, with exams being the priority. Show my Homework will be a focus in the autumn, looking at how staff are using it and sharing good practice. Governors asked for this to be added to the agenda of a meeting before Christmas.

*Extend and develop a curriculum at all key stages that maximizes and supports the progress of all students regardless of starting point.*

Cross curricular work in KS3 will be the focus of July ML conference, looking at skills needed to be ready for KS4.

KS4 options have been finalised with a good balance of students opting to take triple science and those continuing with option B.

The 10D option lesson time will be used to cover 'British values' in a carousel of active sessions. This covers the requirements of Ofsted and stops 10D lessons being 'dead time' until the end of term. Governors challenged the use of the term 'British values' and felt strongly that this could have been covered without labelling it as such. BRH reassured governors that influences from other cultures are integrated into the lessons and that this would not happen again as this is the last year of early entry for this option. Regrettably the title cannot be changed as it has already started.

P16 2016/17 - BRH updated governors on the steering group, arrangements for QA and the curriculum. Agreed course for PE still to be finalised.

#### **42/16 Policies**

**Malpractice & Maladministration and Plagiarism** policies accepted with the agreed addition to the titles 'in public examinations'. A letter will be sent out via Parentmail drawing parents' attention to these policies.

**Action - Policies to be amended and a letter to be sent out via Parentmail.**

**ES/BRH**

**More Able Students Policy** - policy to be redrafted with governor input, LS will co-ordinate responses. Governors expressed concern re provision for the more able.

**Action - Governors to feedback to LS re policy within the next 2 weeks. A date will be arranged with BRH and/or JWO for governors to discuss provision for more able students in more detail.**

**LS**

#### **43/16 AOB**

A governor expressed concern re the reduction in teaching hours for 6<sup>th</sup> form students. Students and DLs are also unhappy about the reduction coinciding with the changes in the curriculum. Governor response was that this is a decision taken by SLT taking into consideration practice at other schools, which governors were fully informed of at the time and did not challenge. The conclusion was that communication around this decision could have been better.

EB - is leaving at the end of this term and was thanked for his fantastic input to this Committee as chair and member over many years.

**Meeting closed at 8.15 pm. Next CL&ES meeting Tuesday 27<sup>th</sup> September 2016**

**Signed: \_\_\_\_\_ Date: \_\_\_\_\_**