

**THE JOHN OF GAUNT SCHOOL**  
**Minutes of the Curriculum, Learning and Educational Standards Committee Meeting**  
**Tuesday 20<sup>th</sup> June 2107**

**Time:** 6 pm  
**Place:** The CLC  
**Present:** Kevin Eames (chair), Liz Summerson, David Whewell, Rachel Martin, Andrew Hawkins, Ben Rhodes, Eleanor Shergold  
**Apologies:** Louise Hamilton, Matt Palmer

Agenda Item	Actions Agreed	Who
41/17	AH and LH to attend a Monday DLs team meeting	AH/LH
41/17	CLES will be lower in number in September, to follow up at the Board meeting	KE/ES
42/17	Governors requested Y9 tracking for July Board	BRH/ELY

**39/17 Apologies**

Apologies were agreed and accepted.

**40/17 Declaration of Business Interests**

Governors were reminded to declare business interests as necessary.

**41/17 Minutes and Matters Arising**

- 36/17 - DW will attend the July RAT meeting
- 37/17 - KE and LH have met with ABA - KE circulated notes from the meeting
- 37/17 - KE attended DL conference and circulated notes from the meeting
- 37/17 - LH attended meeting with ABA, BRH and KE to discuss literacy
- 37/17 - AH and LH to attend a Monday DLs team meeting - to be picked up next year

Governors asked if LH will replace JWO as adviser to CLES when she takes up post in September - BRH thinks that this is the case.

**Action - CLES will be lower in number in September, to follow up at the Board meeting KE/ES**

Governors asked about progress of PP girls - BRH said that the key issue is attendance, especially in Y9 and Y10. Attendance has improved each term, intervention with cohorts is continuing.

Accelerated reader - a concern was raised about this resource possibly being discontinued at JoG as it has not had the impact that was anticipated. BRH is following this up with ABA.

Governors asked about reading in tutor time. BRH said that the restructure of tutor time will include designing new timetables where tutor time can be used more effectively.

**42/17 DH Report - feedback on points from the School Improvement Plan**

DH report circulated in advance of the meeting.

*Embed the model of distributed leadership throughout the school by further empowering middle leaders to take ownership of improving outcomes*

AH arrived at the meeting.

BRH outlined how CPD has been provided this year - with DL termly meetings, ML conference, through membership of PiXL, with staff attending subject specific meetings, through membership of the WWA, examining board subject specific courses and staff assigned to nationally accredited courses - NPQSL, NPQML. BRH provided governors with a spreadsheet reflecting investment in staff CPD.

*Further review and develop the curriculum in light of government changes and to meet the needs of all students*

Curriculum cycles are being created (see below). KS3 assessment grids are being reviewed and adjusted where needed. DL conference looked at KS3 assessment grids reviewing and reflecting on what happens at KS2 and what skills need to be developed for KS4.

*Ensure the quality of teaching in science and DT is consistently strong and outcomes improve*

CPD has been provided by JWO to both faculties through their JPD faculty meetings and staff specific development sessions. A number of science staff have left - four new staff have been recruited,

including a lead practitioner and another with an interest in SEN. The faculty is fully staffed apart from the agreed increase in capacity, which is yet to be filled. Geology P16 is not yet resolved.

DT - an experienced member of staff is joining the team which will then be fully staffed. There is a commitment to an additional hour of DT (against the national trend) to allow time for development of quality technical drawing skills, extending writing in line with the requirements of KS4 courses and RTM.

### **Computer and Business Studies Faculty Review**

Report circulated in advance of the meeting. BRH highlighted key points from the review.

Governors observed that extended writing is an area of focus for C & BS as well as DT and were positive about use of classroom displays being highlighted by the review.

Targets - governors questioned that targets were not measurable and suggested that these are re-titled as actions. BRH clarified that the faculty improvement plan is where targets will be identified.

### **Curriculum Cycles**

BRH circulated a document from Monday's staff briefing, outlined the background to 'learning cycles' and the research that he has carried out.

BRH gave an overview of how this would work at JoG - the structure providing a platform for MLs to ensure their subject is delivered effectively through calendared curriculum cycles, that include standardised assessments and assessment points, along with programmed 'GEM' weeks (fill the Gaps in knowledge and skills/Embed knowledge and skills/Mastery of knowledge and skills). Learning cycles and assessment points will be subject specific as much as possible, with assessments set by faculties.

Consultation with SLT and DLs has been generally positive. Governors were impressed that they are already on board. Governors asked if this will necessitate a change to schemes of work. BRH explained that this will fit into current programmes of study.

This will be trialled with Y 7-9, adding purpose and drive for the start of KS4. Governors stated that this will help fill gaps before KS4 and asked about subjects which students have not opted e.g. MFL. BRH said that classes will be changed around.

RM left the meeting.

BRH updated governors on how this will impact tracking. Governors reflected on the notion of learning cycles giving scaffolding around tracking.

**Action - Governors requested Y9 tracking for July Board as it had not been ready for CLES. BRH/ELY**

KS2 criteria - BRH informed governors of the focus on working with students who are working towards level 1, nurture and SEN students.

**Governor visit summary** - circulated by KE. Governors asked about student responsibility - developing and showing good practice, engaging with response to marking. BRH - GEM week will give a better indicator as to how this is going.

Literacy - an area central to raising attainment in GCSEs. The ability to decipher what is being asked and to construct an appropriate response - structure, language and vocabulary in subject areas. ABA has identified areas that are not working particularly well - e.g. literacy books. Other resources are being explored e.g. Talk for Writing which works on oracy, getting students used to giving longer answers through speech. Governors why the literacy books are not working - BRH outlined the reasons.

Pilot scheme discussed, to embed and show how it can work, supported by learning walks and coaching to get oracy right, then build on that. Learning cycles will help improve on literacy.

### **43/17 AOB**

This was RM's last meeting. The committee expressed their thanks for her input over the years, for service to CLES and particularly in support of special needs.

Governors also thanked BRH for all the work that he has put into his reports throughout the year.

**The meeting closed at 7.50 pm.**

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