

**Minutes of the Teaching & Learning Committee Meeting of South Molton
Community College Full Governing Body held on Monday, 13 October 2014
following the Data Presentation by David Lewis, Vice Principal for all
Governors.**

Chaired by: Diane Dimond from Minute No. 1		Clerked by: Sue Squire
Present: Andy Comerford AC Diane Dimond DD Janey Easton JE Andrew Finney (Principal) AF Rebecca Fowler RF Sue Madgwick SM Binnie Pitt BP Oonagh Rowe OR Julie Snell JS Ellen Vernon EV Jeremy Yabsley JY		Agenda: - Election of Chairman Sanctioned apologies Declarations of Interest To approve the Minutes of the Meeting held on 2/6/14 Matters Arising from the Minutes To receive Reports from Lead Governors Policies to be reviewed Chairman's Business Date of next Meeting
		Action:
1.	Election of Chairman. GP proposed DD, seconded by AF, unanimously agreed.	
2.	Terms of Reference. Agreed at the FGB Meeting on 22/09/14 for these to be signed at the first Committee Meeting of the new academic year. The 2013/14 document is attached and the Terms of Reference agreed at this Meeting will be prepared afterwards. Proposed by SM, seconded by JY, unanimously agreed. To be signed at the next FGB Meeting on 24/11/14.	Clerk to prepare
3.	Sanctioned apologies. None received.	
4.	To receive Declarations of Interest. 4.1 DD. Vice Principal & Finance Director, Petroc 4.2 JY. Bicton College, DCC, NPS South West.	
5.	Approval of the Minutes of: Teaching & Learning Committee Meeting held on 2 June 2014. (previously sent to Governors and copy attached for ease of reference. It was noted that the Exclusions Policy had previously been approved. Approved and signed as a correct record.	
6.	Matters Arising from the Minutes. 6.1 To receive a Curriculum Report from AC, deferred from the last Meeting. This would be superseded by SM for the next Meeting. Appointment of a Governor for IAG. This to be an item on the Committee Structure. DD and OR were happy to continue. OR to be Lead Governor, EV Deputy Lead Governor, DD additional Member.	Clerk

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	<p>Noted that the Anti Bullying Policy was approved at the June Meeting.</p> <p>The Policy spreadsheet to be on the College website.</p>	<p>Clerk to liaise with DW</p>
<p>7. BP left the Meeting</p>	<p>To receive Reports from Lead Governors as follows:</p> <ul style="list-style-type: none"> • Curriculum. No Meeting held. (Sue Madgwick). • SEN/Inclusion (Rebecca Fowler/Julie Snell). A Report had been circulated to Governors ahead of the Meeting. An additional comment not included in the Report but arose during the Meeting was historically, Governors Meetings were held in the Aspire to Learn room and questioned if the Meetings should be held there again so that Governors could see progress. Steve Rogers (new SENCO) felt it should be a multi use room and used for different purposes. • Safeguarding/CPR (Jeremy Yabsley). A Meeting had been held, processor discussed and signed off. A meeting this term to be reported at the next T&L Meeting. • School Improvement/Raising Achievement (Sue Madgwick) Had Meeting with AF regarding data where two items had been identified. There was a focus on Maths and closing the gap between free school meals students and raising achievement Humanities. It was felt this should be a standing item on the Agenda, Particularly regarding free school meals students. This information to be split between the 2 Committees and brought to the FGB Meeting in future. A question was asked about attainment of some pupils which needed support and the situation was explained. <p>The School Improvement Plan will be a standing Agenda item on all future Agendas for monitoring by the Sub Committees (once presented to the FGB).</p> <ul style="list-style-type: none"> • Community/Parental Links (Janey Easton). She had attended the parents evenings and met different parent groups. Their level of answers and general understanding of things was excellent, and she found them easy to talk to. When talking to parents of various groups, she was pleased to report that they found the College delightful and were pleased their children were coming here. The children were polite, thoughtful and were themselves looking forward to attending the College. It was clear that current parents have a high regard for the College, and could not praise it enough. She had an interesting conversation with 3 girls in charge in RE room on the subject of immorality where this was talked about in a knowledgeable way. JE found their intelligence and forward thinking is very impressive. <p>JS spoke of a prospective parent who was looking at SMCC, Park and Pilton and had attended Open Evenings at all three. The parent they had loved the feel of the evening at SMCC. From the Year 6 child's point of view, they were adamant about going to Park as at its Open Evening they used a successful marketing tool having something in each room that the</p>	<p>AF to enquire</p> <p>Clerk to check with AF's PA re Govs being DBS checked</p>

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	<p>child could make and take home. The marketing worked from the child's point of view.</p> <p>JS wanted Governors to be aware of feedback. AF replied that a document had been written for improvements for next year and said about what had happened this year. A parent said the atmosphere was lovely and SMCC did not need to do such things.</p>	
8.	<p>Policies to be reviewed: being reviewed by staff. All Policies to then be reviewed by the relevant Governor with a view to adopting at the next Meeting.</p> <p>The following Policies are outstanding from the last Meeting which were also discussed at the FGB Meeting on 23/06/14:</p> <ul style="list-style-type: none"> ○ Assessment Andy Comerford reviewed this. Being reviewed by staff member. ○ Examinations Appeal Sue Madgwick As above. ○ Freedom of Information Janey Easton. Being reviewed by the Data Network Manager ○ Homework Gail Puffitt Being reviewed by the Curriculum Department ○ Transport David Tucker Being reviewed by staff member. ○ Whistleblowing Oonagh Rowe Being reviewed by the Principal <p>The following Policies to be reviewed at this Meeting: Governors requested that the unapproved Policies below were referred to the relevant SMCC staff to review and then come back to the FGB Meeting for Governors to approve.</p> <ul style="list-style-type: none"> ▪ Behaviour & Discipline Jeremy Yabsley ▪ Child Protection/Safeguarding Jeremy Yabsley ▪ Curriculum Sue Madgwick ▪ Drugs Education Andy Comerford ▪ Exclusions Rebecca Fowler. Previously approved. ▪ Literacy Sue Madgwick. Has been reviewed. ▪ Race Equality Binnie Pitt ▪ Sex Education Andy Comerford ▪ Volunteers in Schools Janey Easton <p>Governors were concerned about the methodology of the Policies and it is recognized as an issue which is being dealt with by the Clerk, AC, and DW.</p>	
9.	Chairman's Business. None.	
10.	<p>Date of next Teaching & Learning Meeting: Monday 23 February 2015 at 6.15pm.</p> <p>The Meeting ended at 7.50pm.</p>	
<p>Summary of Decisions: APPROVED BY THE TEACHING & LEARNING COMMITTEE OF SOUTH MOLTON COMMUNITY COLLEGE FULL GOVERNING BODY:</p> <ul style="list-style-type: none"> ➤ Election of Chairman ➤ Terms of Reference ➤ Minutes of the last Meeting held on 2/6/14 		
<p>These Minutes are agreed by those present as being a true record.</p>		

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Signed: Chair of the Teaching & Learning Committee of SMCC FGB:	Date:
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