

Minutes of South Molton Community College Teaching, Learning & Achievement Committee Meeting held at 5pm Wednesday, 22 February 2017.

Chaired by: Andrew Redpath		Clerked by: Andrew Redpath
Present: Marc Cornelius (MC) Andrew Finney (Principal) (AF) Georgia Newman (GN) Andrew Redpath (AR) Linda Mitchell (LM) Ellen Vernon (EV) (5.30) Senior staff in attendance: Cameron Orr (CO) Caroline Sherwood (CS) Richard Uffendell (RU) Steve Rogers (SR) (5.45)		Apologies: Diane Dimond (DD) Julie Snell (JS) Arthur Symons (AS)
		Action:
1.	Election of chair A new chair to be elected since this was the first meeting of the newly formed Teaching, learning and achievement committee. AF took the chair. AR proposed as new chair by (AF), seconded by MC). AR agreed as chair. AR welcomed new governor (LM) and thanked staff for their attendance.	
2.	Declarations of Interest. MC – member of South Molton Town Council EV – N Devon Council employee and parent AR – occasional work in Devon schools LM – occasional work in Devon schools	
3.	Apologies – as above	
4.	Approve terms of reference Agreed with minor amendments – (attached appendix 1) AR to amend & circulate	AR
5.	Approval of minutes for meeting 7/6/16 Accuracy – page 2 ‘a study for years ago’ should read four years ago.	
6.	Matters arising from the minutes None. Items had been dealt with by the new curriculum committee or full governing body meetings.	

<p>7.</p>	<p>Recent developments in teaching and learning (led by CS & RU – apologies Paula Fletcher)</p> <p>Senior leaders spoke to their circulated paper. (attached appendix 2) Points arising from the discussion:</p> <ul style="list-style-type: none"> • The proportion of ‘not good enough’ teaching arising from lesson observations was quite small. • The judgement of teaching & learning was now based on a more rounded collection of evidence, eg learning walks and scrutiny of pupils’ books. • Sharing best practice through ‘open classroom’ week and ‘Teach meet’ presentations had been particularly successful. • The new <i>Show my Homework</i> IT system was working well. Those without internet access received a hard copy. Extended projects had proved popular. • The issue of consistency in the use of homework was raised. Use of homework would form part of a teacher’s wider appraisal. • Overall, a positive picture that confirmed the good quality of teaching. • Senior leaders had recently conducted a survey to gain the views of teachers regarding improvement strategies. It was suggested that this information be used as a ‘baseline’ and revisited in a year’s time. <p>Next steps for development:</p> <ul style="list-style-type: none"> • Greater consistency • Coaching of middle leaders – targeted support was arranged for about one quarter of middle leaders. This had included coaching from a school in Dorset • AF outlined plans for further CPD later in the year. <p>CS & RU were thanked for their presentation.</p>	<p>CS,RU</p>
<p>8.</p>	<p>Action points arising from full governing body (FGB) presentation on achievement and attendance</p> <p>Attendance update (led by CO)</p> <p>CO spoke to his previously circulated data. Attendance was improved since the same period last year and was now above the national average Persistent absence had decline considerably and was well below the national average. The positive picture was due to improvements in the attendance policy, letters sent out earlier, use of text and ‘phone calls and better use of IT.</p> <p>It was suggested that future reports should include details on pupil numbers to help confirm the statistical significance of the data.</p> <p>CO was congratulated on the successful impact of his work.</p> <p>Performance of SEN pupils</p> <p>SR spoke to his previously circulated data regarding Y11 pupils. A positive picture in relation to Progress 8 measures. All SEN pupils followed a broad range of subjects. SR explained the deployment of key workers/teaching assistants was being changed. It was agreed to discuss this in more detail at the next meeting. SR was thanked for his presentation.</p>	<p>CO</p> <p>SR</p>

	<p>Overall attainment of pupils</p> <p>AF spoke to his previously circulated data regarding Y11. Progress was predicted to be above average, although results would be less impressive than 2016. Issues highlighted included:</p> <ul style="list-style-type: none"> • It was difficult to compare previous A-G grades with the new 1-9 grades • The examination courses had changed • The current cohort had entered the school with a lower level of attainment • Several pupils eligible for the pupil premium do not choose EBACC <p>Provision for pupils who were gifted and talented pupils was identified as an area for future discussion. AF would ask the lead member of staff to provide information.</p>	AF
9.	<p>Teacher appraisal policy</p> <p>Agreed with amendments – (attached appendix 3) AR to amend & circulate Senior leaders were developing a range of documents to support the policy. These would be discussed at the next meeting.</p>	AR AF
10.	<p>Link governor subject reports</p> <p>Point raised from the drama visit regarding pupils having a card timetable. This was under consideration and would be discussed after the pupils moved into the new building. LM offered to be the link governor for science. This was agreed. EV raised the issue of consistency in writing follow up reports after a visit. A review would take place at the end of the academic year, including the views of staff.</p>	AF AR, EV
11.	<p>Items for inclusion in future meetings</p> <p>Provision for gifted and talented pupils</p> <p>Supporting documents for teacher appraisal</p> <p>Use of key workers with SEN pupils</p> <p>Pupil timetables</p>	
12.	<p>Date of next meeting</p> <p>5.00 Wednesday 10 May</p>	