

CLYST VALE ACADEMY TRUST

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**Minutes of Curriculum, Learning & Teaching Committee meeting held at Clyst Vale
Community College in Meeting Room 1, at 5.30 pm,
on 3rd October 2016.**

Part I Minutes

Committee Attendees	Initials		Committee Attendees	Initials	
Kevin Bawn	KB	Principal			
Gina Stroud	GS	Chair	Melanie Prance	MP	Staff
Paul Colin	PC	Staff	Dorothy Ruscoe	DR	Member Appointed
Greg Evans (Chair)	GE	Parent	Lévon Stephan	LSt	Co-opted/
Teresa Grieve	TG	Parent	Crawford Winlove	CW	Member Appointed

Apologies	Initials	Reason

Absent	Initials

In Attendance		CVCC
Adrian Green	AG	Vice-Principal (SLT)
Chris Dormand	SS-A	SLT item .7
Paul Sutton	PSu	SLT item .9
Dave Walters	DW	SLT item .6
Jill Collins	JC	Clerk

Visitors	Initials

Minutes

ITEM NO.	ITEM	Owner	Date Due
16/17.1	<u>Declarations of Business Interests</u> None.	GE	
16/17.2	<u>Attendance/Apologies</u> Apologies None	GE	
16/17.3	<u>Minutes of the previous meeting</u> The minutes of the meeting on 23 rd June 2016 were considered and approved by the Committee and signed by the Chair.	GE	
16/17.4	<u>Matters arising</u> None – all complete	GE	
16/17.5	<u>College Improvement Plan (Standing Item)</u> KB reported that the School Improvement Partner's report had been received today. The priorities on the Principal's Report had not changed although the style of reporting had changed. The report was a 'highlighting' report and there will be regular updates. KB will send his comments on the report back to the SIP and a final version of the report will be circulated via email	KB	

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	once received.		
16/17.6	<p><u>Assessment: GCSE 9-1, TPRS & Reporting Implications</u></p> <p>DW gave a presentation on the changes to reporting of assessment data as required by the DfE. KS2 years 7-8 and KS3 years 9-11 have been re-defined. DW described a progression grid which will lead to a 'flight path' in order to project a result for students.</p> <p>GE asked whether results would be shown retrospectively and whether DE would receive any help from Exam Boards with the changes. DW stated that the results are not comparable with previous grids and there is very little help coming from Exam Boards. He would be working cross school with members of the Jurassic Schools Alliance members. DW noted that there are new assessment methods at KS3 (Above/in line/below) asking teachers to at KS4 to define where a student is. This would be for internal tracking only at this stage. TG asked, in that case what would be provided to parents. DW stated that CVCC will give the 4/5 score which shows the old and new scale.</p> <p>GE challenged the lack of detail provided and the vagaries of the descriptors. DW responded to say that it would be misleading to give this to parents and there is a need for caution at this stage.</p> <p>PC noted that Maths have better defined descriptors than other subjects.</p> <p>KB asked GE whether parents would prefer to have the grade provided and discussion followed. GE noted the need to identify areas of need for each student for a targeted response.</p> <p>DW reported that mark sheets and reporting has been overhauled as have targets. All subjects will go to a 1-9 point scale with the exception of D&T.</p> <p>Tracking will be problematic as the base line has changed. FFT set the benchmarks for the DfE. Schools can chose which standard of benchmark to apply and student targets are set accordingly. All targets for years 8-11 have been re done. There is still work to do on year 7 as scaled scores (80-120 continuum) and there is still work to do.</p> <p>Tracking and monitoring is continuing (SAIF).</p> <p>DW explained the issues with quality of data which resulted in Scomis coming in to have a clear out of old instances and the change to personnel in post. A data drop for 12/13 would be done next week.</p> <p>AG noted that CVCC had written to all parents in years 7-11 to explain the changes. TG noted that it would be good for all Governors to see the correspondence.</p> <p>GE suggested a termly update and KB noted that it ties into the Monitoring function of the C,L&T meeting.</p> <p>GE asked whether there is a forum for parents' questions. And suggested an open evening for parents. KB suggested taking it through the PTFA. Discussion followed on methods of communication with parents (schoolcoms</p>	DW	

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	<p>etc) and the difficulties of pinning down the vagaries of the system. CW noted that ultimately there is a need to improve teaching to close the gap in knowledge. GS noted the need to keep parents informed to enable them to identify how they can help. LSt asked what the advantages of the new system were and KB stated that it was to improve standards in schools. AG noted the change from an 8 point to a 9 point scale as the previous system was seen as too soft due to the high number of A*s KB noted the lack of resourcing for the changes.</p>		
16/17.7	<p><u>P16 Numbers & Recruitment Strategy</u> Chris Dormand tabled 2 papers for discussion. Discussion followed on falling student numbers and the demographics affecting P16 at CVCC. CDo explained the draw of Exeter College and that most schools in the area were being affected in the same way. CDo went through the numbers, current and historical and noted that the current number for next year is 28. Discussion followed on the viability of these numbers. CDo provided a 3 year strategic plan and went through the changes made to adapt to the situation e.g. re-coursing where possible. CDo noted that the current year 11 are more positive about staying at CVCC in year 12. LSt asked why it is different this year. CDo went through the activities she had undertaken e.g. taster sessions interviews re choices – better sales job which had helped. CDo went through the advertising she had done. MP suggested that CVCC should position itself differently to Exeter College. CW queried the results data with CDo and she advised that the data is not up to date and the AS data was to be confirmed as it was suspect. MP noted that CVCC had performed better than the Mathematics School in Maths results. CDo noted that results had been good but that prospective students don't look at results when choosing where to go. Discussion followed on the marketing done by Exeter College and the quality of their pastoral support. GS noted the time lag in funding and that it would take 2 years for any improvement in numbers to filter through to finances and the impossibility of competing with Exeter College. LST suggested that CVCC should find a USP and discussion followed on whether CVCC should run other courses in addition to the standard A levels. KB noted Government policy to have fewer, larger P16 providers as it is more cost effective. TG noted the fact that CVCC had been subsidising P16 at £72k as had been agreed at Board. GS advised that next year would be a difficult year financially and this would need to be reduced. CW suggested that CVCC should look at the subjects which give good outcomes for students and cut those</p>	CDo	

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	<p>which don't perform well. Various courses and scenarios were discussed. PC noted that CVCC is committed to running year 12 next year. CDo stated that numbers won't be known until September. The cost of running a subject is 10k. LSt discussed the possibility of collaboratively working with other schools (MATs etc) but others felt that the distance would be problematic It was decided that TG/CDo would form a working group to look at the numbers and finances and try to find a way forward to report back to the next meeting. CW offered CDo advice on 'Contextualised Offers' for less able students applying to Russell Group University Admission Processes. To be discussed during his next visit to CVCC. CDo left (7.30 pm)</p>	TG/CDo	26-1-17
16/17.8	<p><u>Monitoring (Standing Item)</u> Nothing to report, as there hadn't been a Data Drop.to date.</p>	GE	
16/17.9	<p><u>Policies</u></p> <p><u>Child Protection & Safeguarding Policy (PSu)</u> The Policy was discussed and <u>APPROVED</u> with minor changes to some descriptors e.g. DSP to DSL amend the name of Chair of Governors and changes to some dates and numbering. PSu is to do a presentation at Full Board to ensure that all Governors are fully trained. LSt noted the need for an annual report to Governors on Child Sexual Exploitation and PSu stated that he does this and will continue to do so.</p> <p><u>SEN (PSu)</u></p> <p>PSu reported on issues in changes to support from Devon County. Some students still have old versions of support plans and the transfer to the new format hasn't happened. Also there are changes to the funding under the new formula. CVCC hasn't changed what it offers so it is and will struggle to provide with less funding. The new requirement to track funding to the individual with a high level of detail recorded was discussed. TG discussed Health Checks and PSu noted that they are conducted every 3 years GE agreed that Babcocks should be bought in to do another review.</p> <p><u>Physical Restraint (KB)</u></p> <p>GE asked whether staff were trained on Restraint practices. PSu stated that some key staff were trained. Staff were advised not to get involved in attempting to restrain physically, but to call trained staff if necessary.</p>	GE	

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	<p>'Team Teach' was discussed for training, but this was considered too expensive and time consuming so was discounted.</p> <p>TG requested some changes – The policy should refer to safeguarding the child as well as those restraining. Parents should be included in these and informed when an incident takes place to reflect current practice. Other minor changes were requested which TG would email to the Clerk.</p> <p>TG asked whether the Behaviour Management Policy will be reviewed as per the Business Cycle. PSu stated that it is under review</p> <p>GE asked whether there is a form for recording a serious incident and whether it is suitable for use as a de-briefing tool. PSu responded to say that there is a form, but it doesn't currently provide a means of recording a de-brief and this would need to be looked at.</p> <p>The policy was APPROVED subject to these amendments being made.</p>		
16/17.10	<p><u>Items at the discretion of the Chair</u> None</p>	GE	

The meeting ended at 8:05 pm

Signed by the Chair:-

Approved, as a true and accurate record of the Meeting on the 3rd October 2016.

Committee Members:

Gina Stroud	Chair
Levon Stephan	Co-opted
Teresa Grieve	Parent
Kevin Bawn	Principal/Governor
Gregg Evans	Parent Governor
Paul Colin	Staff Governor
Melanie Prance	Staff Governor
Dorothy Ruscoe	Member Appointed
Crawford Winlove	Member Appointed Governor

Meeting Dates			
	26 th January 2017	Meeting Room 1	5.30 pm
	4 th May 2017	Post 16 Study Room	5.30 pm
	26 th June 2017	Post 16 Study Room	5.30 pm