

**Clyst Vale Academy Trust**  
**COMPANY NUMBER: 07564519**  
**A Company Limited by Guarantee**  
**Registered in England**  
**Clyst Vale Academy Trust is an exempt charity**

**Minutes of Curriculum, Learning & Teaching (CL&T) Committee Meeting**

**Minutes of committee Meeting held virtually, via MS Teams,  
on 17:00 on Thursday 15<sup>th</sup> October 2020**

<b>Governors in attendance</b>					
<b>Paul Colin</b>	<b>PC</b>	<b>Member Appointed &amp; Chair of CL&amp;T</b>	<b>Sophy Norris</b>	<b>SN</b>	<b>Parent Governor</b>
<b>Ceri Johnson</b>	<b>CJ</b>	<b>Co-opted</b>	<b>Dorf Ruscoe</b>	<b>DR</b>	<b>Member Appointed</b>
<b>Dave Walter</b>	<b>DW</b>	<b>Parent Governor</b>	<b>Peter Skelton</b>	<b>PS</b>	<b>Parent Governor</b>
<b>Crawford Winlove</b>	<b>CW</b>	<b>Member Appointed</b>	<b>Susan Diffey</b>	<b>SD</b>	<b>Member Appointed</b>

<b>Additional attendees</b>	<b>Initial</b>	<b>Role/Organisation</b>
<b>Sara Jacobs</b>	<b>SJ</b>	<b>Deputy Principal – CVCC</b>
<b>Paul Sutton</b>	<b>PSu</b>	<b>Deputy Principal – CVCC</b>

<b>In Attendance</b>	<b>Initial</b>	<b>Role</b>
<b>Mareena Anderson-Thorne</b>	<b>MAT</b>	<b>Clerk</b>

<b>Apologies</b>	<b>Initial</b>	<b>Apologies accepted by the Board</b>
<b>Kevin Bawn</b>	<b>KB</b>	<b>Principal</b>
<b>Gina Stroud</b>	<b>GS</b>	<b>Co-Chair of Board</b>
		<b>YES</b>
		<b>Yes</b>

<b>ITEM NO.</b>	<b>ITEM</b>	<b>ACTIONS</b>
<b>20/21.01</b>	<b><u>Attendance/Apologies.</u></b> KB & GS sent their apologies – accepted by the board	
<b>20/21.02</b>	<b><u>1. Declarations of Business Interests</u></b> – Members of the committee were reminded to update and send the 20/21 Declarations of business Interest to MAT. <b><u>2. Acceptance of previous meetings minutes</u></b> - approved	
<b>20/21.03</b>	<b><u>Acceptance of CL&amp;T Terms of Reference</u></b> – Agreed by the committee	<b>PC to sign electronically.</b>
<b>20/21.04</b>	<b><u>Update of the Quality of Education Plan</u></b>  SJ gave a detailed update to the committee. Excellent progress has been made across the college, despite the Covid pandemic and areas detailed on the plan remain a priority. Long term Curriculum plans are all in place, except for History (new Head of Department started Sept), and DT (new Head of Department due to start Jan) although SJ is expecting these to be completed shortly.	
<b>20/21.05</b>	<b><u>Subject Reviews &amp; Action Planning</u></b> Progress update was given by SJ. Happy with how things are progressing. SJ suggested the Governors be added to the HOD	<b>MAT/SJ to add Governors to HOD Teams page.</b>

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ITEM NO.	ITEM	ACTIONS
	Teams page, so they can view the progress and keep informed. Governors welcomed this interaction.	
20/21.06	<p><b><u>Use of Teams and Remote Learning Update</u></b></p> <p>Blended learning is going well, with positive feedback from Students and Parents. Teaching colleagues are using Teams effectively to set homework weekly for all students, with assignment reports also sent to parents once a week.</p> <p>With Teachers also uploading lesson work onto Teams, Students who are self-isolating are able to access the learning remotely. We also have some joining lessons live through Teams, from home.</p> <p>Governors thanked SJ for the update, and the efforts being taken to ensure consistent learning opportunities are available.</p>	
20/21.07	<p><b><u>Policies</u></b></p> <p>RSE Policy – approved            BYOD Staff &amp; P16 – approved            Careers Information – approved</p> <p>Having read the policies and following discussion, the committee would like to have an update from NBe at the next CL&amp;T meeting.</p>	
20/21.8	<p><b><u>Items at the discretion of the Chair / AOB</u></b></p> <p>Governors discussed the need to have more input from Head of Department at the CL&amp;T meetings. This was welcomed by all.</p> <p>Next meeting (14.01.21 – NBe)            Following meetings tbc.</p>	<b>MAT/SJ to invite NBe to meeting on 14.01.2021</b>

The meeting ended at 18:00.

Signed CHAIR:-

Verbally agreed as correct (awaiting signature)

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 Approved as a true and accurate record of the Meeting on Thursday 15<sup>th</sup> October 2020.

Date of Next Meeting: Thursday 14<sup>th</sup> January 2021.

**Membership: 15 Governors – Quorum 4**

Name	Position	Name	Position
Kevin Bawn	Principal	Ceri Johnson	Parent Governor
Dorf Ruscoe	Member Appointed	Crawford Winlove	Member Appointed
Gina Stroud	Co-Opted Governor	Dave Walter	Parent Governor
Sophy Norris	Parent Governor	Susan Diffey	Member Appointed
Paul Colin	Member Appointed	Peter Skelton	Parent Governor