

CLYST VALE ACADEMY TRUST

**Company Number 07564519
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Registered in England**

**Minutes of Curriculum, Learning & Teaching Committee meeting held at Clyst Vale
Community College in Meeting Room 1, at 5.30 pm,
on 5th October 2017.**

| Committee Attendees | Initials | | Committee Attendees | Initials | |
|----------------------------|----------|------------------|-------------------------------|----------|------------------|
| Greg Evans (Chair) | GE | Member Appointed | Lévon Stephan | LSt | Co-opted |
| Dorothy Ruscoe | DR | Member Appointed | Crawford Winlove From 6 pm | CW | Member Appointed |

| Apologies | Initials | Reason |
|------------------|----------|-----------------|
| Kevin Bawn | KB | Principal |
| Gina Stroud | GS | Co-opted |
| Melanie Prance | MP | Staff |
| Tina White | TW | Parent Governor |
| Paul Sutton | PSu | Staff |

| Absent | Initials |
|---------------|----------|
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| In Attendance | | CVCC |
|---------------------------|-----|----------------------|
| Adrian Green | AG | Vice-Principal (SLT) |
| Dave Walters | DW | SLT item.35 |
| Deborah Custance Baker | DCB | Clerk |

| Visitors | Initials |
|-----------------|----------|
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Minutes

| ITEM NO. | ITEM | Owner | Date Due |
|-----------------|--|--------------|-----------------|
| 17/18.1 | <u>Declarations of Business Interests</u> None. | GE | |
| 17/18.2 | <u>Attendance/Apologies</u> Apologies from Kevin Bawn, Gina Stroud, Melanie Prance and Paul Sutton. | GE | |
| 16/17.33 | <u>Minutes of the previous meeting</u> The minutes of the meeting on 26 th June 2017 had been previously circulated. Two amendments were made: Item 16/17.38 should read Conversations between Link and Heads of SUBJECT Item 16/17.39 should read CHILDREN LOOKED AFTER Having made these amendments the minutes were approved and signed by the Chair. | GE | |
| 16/17.34 | <u>Matters arising</u> None | GE | |
| 16/17.35 | <u>Monitoring (Standing Item)</u> Exams Analysis DW stated that at the end of October/early November exam analysis data will be presented on the official performance DfE website. There are currently two parallel | DW | |

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|----------|---|---|----------|
| | <p>data presentation methods. ASP which is the old measure and used by DfE, and ASPIRE which is used by FFT. ASP provides the basics, without much detail, and no trend patterns. However, ASPIRE has a target setting system, taking into account the starting point for each child – gender, birth month, etc CVCC will use both systems. DW gave an interesting and informative presentation using the ASP data. Currently stats show that Progress 8 students straddle the line, however if you remove the 7 (possibly 9) intractable students then stats show progress has been made. In 2016/17 there were only 4 intractable students. It must be remembered that CVCC is an inclusive school. GE commented that the progress made has been significant however, more progress can and should be made. AG agreed that an improvement has been made on the headline figure. Attainment 8 stats – again if the intractable students were removed stats would look much better.</p> <p>AG to ask KB if Governors should have the ability to log in to ASP or ASPIRE websites</p> <p>Heads of Subjects should be congratulated on giving more accurate predictions.</p> <p>ASPIRE site can go back over three years, 2015 results were good for CVCC so the three year average will be much better.</p> <p>Bottom performing subjects, over the last three years, were</p> <ul style="list-style-type: none"> Business Studies – now going Health and Social Care Additional Maths Religious Studies <p>Science results have not been brilliant, but AG is aware of it, there have been staffing problems.</p> <p>It was suggested that Dave Walters and Michelle Barratt report on the ASPIRE stats to a Full Board Meeting</p> <p>CW asked who was doing Additional Maths this year. It was agreed that this had been a poor Maths year, children had not been pushed enough. In future only students taking Maths A Level will be allowed to take Additional Maths</p> <p>Summative Exam reviews/Subject Analysis and Feedback from GCSE Results</p> <p>GE asked to have a form produced by Heads of subject to monitor how they feel the subjects have done. AG stated that every September KB and the link have a meeting with Heads of Department to analyse the results with a breakdown by student gender, disadvantaged/more able, etc. Heads of dept. are asked how they are going to change plans for the following year, this all links into the college Improvement Plan. Staff have to be honest and hold their colleagues to account.</p> | <p>AG/KB Clerk</p> <p>DW/ Clerk</p> | |

| ITEM NO. | ITEM | Owner | Date Due |
|----------|---|-------------------------------------|----------|
| 17/18.6 | <p><u>Use of Funds for Disadvantaged Learners – Standing Item</u></p> <p>AG reported that CVCC is still vulnerable. However if you take out 6 non attendees it does considerably improve the situation. In June 2017 C,L&T were given a detailed document stating concerns for exam results. 24.9% of Year 7 students are disadvantaged learners. AG went through the planned actions Rebalance whole SAIF implications, focussing only on disadvantaged learners, to target them. A new post has been created, Julia Knowles, has become a specific achievement coach. She is working with the first cohort, currently 9 x Y11 students, for 6 – 10weeks. Year 11 has 36 students, 19 of whom are under-achieving, JK is having a half hour meeting with each one once a fortnight, and also working with the parents. 2 x Disadvantaged Learner lead teachers to be appointed during the current year. GE asked if these were to be TLR or Honorarium positions – GE thought Honorarium might be more interesting to staff. GE was impressed by the obvious joined up approach by SLT now, and therefore supporting individual students. English and Maths catch up tuition is due to start after half term. The team will engage with Next Steps SW programme to raise aspiration. AG stated that On Line learning packages were available and could be re-instated. GCSE podcasts are available and can be listened to on any mobile device. These can motivate children. We must get students engaged – the coaching Support can help by logging on the information to students’ phones – this is an innovative and different way of learning. CW asked if CVCC used Lingo app for languages – this is a free app to teach yourself languages and has leader boards to appeal to the competitive nature</p> | AG | |
| 16/17.39 | <p><u>Policies</u></p> <p><u>Learning and Teaching Policy</u> AG Some amendments needed to be made to the wording of the Home-College Partnership – do not start a sentence with AND, remove the personal sentence “AS A PARENT OF TWO...”, change the date to Sept 2017 A question was raised as to whether we ask new students in Year 7 to sign this at their start at CVCC. GS and GE to read the message from the Governors and possibly change it.</p> <p><u>CPD Policy</u> GE CPD leader is AG LS asked if Governors should be included? - they are in 2.7.</p> <p><i>Accessibility Plan - carried over to January 2018</i></p> | GE GS/GE | |

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| | <p><u>ICT Policy and BYOD</u>. AG A few changes have been made to tighten up practice. One amendment still to be made, for clarity – Answers to Frequently Asked Questions – question 1 – insert However, gmail, Hotmail accounts are free. All Governors need to sign a form stating that they have read this document. Received from LS, DR,CW, and GE</p> | Clerk | |
| 16/17.40 | <p><u>Items at the discretion of the Chair</u></p> <p><u>Behaviour Update PSu</u> There is a new Behaviour Policy in place, and a positive reaction from staff, students and parents General Expectation document has been distributed to all to address “out of lessons behaviour” giving different requirements – walking in corridors, being fair etc Work underway to develop policy for “Challenging Few” – harder line already being taken, PSu and KB had numerous meetings with parents of key students to make clear their expectations. Assemblies for all taken by KB to set tone , Harder line has resulted in early number of FTE but message is being sent which, over time, will impact positively</p> <p>This had been one of the best C, L and T meetings for a long time. LS remarked that everything was positive.</p> <p>A copy of the Parliamentary Review had been received and given to GE. He suggested we should order more copies, one for each governor, and also one for the main library</p> | <p>GE PSu</p> <p>Clerk</p> | |

The meeting ended at 7.50 pm
Signed by the Chair:-

Approved, as a true and accurate record of the Meeting on the 5th October 2017.

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Committee Members:

Gina Stroud
Levon Stephan
Kevin Bawn
Gregg Evans
Paul Colin

Co-opted
Co-opted
Principal/Governor
Member Appointed Governor
Staff Governor

**Mel Prance
Dorothy Ruscoe
Crawford Winlove
Tina White**

**Srtaff Governor
Member Appointed
Member Appointed Governor
Parent Governor**

| Meeting Dates | | | |
|---------------|-----------------------------|----------------|---------|
| | 22nd January 2018 | Meeting Room 1 | 5.30 pm |
| | 30 th April 2018 | Meeting Room 1 | 5.30 pm |
| | 25 th June 2018 | Meeting Room 3 | 5.30 pm |