

CLYST VALE ACADEMY TRUST

**Company Number 07564519
A Company Limited by Guarantee
Registered in England**

**Minutes of Curriculum, Learning & Teaching Committee meeting held at Clyst Vale
Community College Meeting Room 1, on 1st May 2014,
at 5.30 pm**

Part I Minutes

Attendees	Initials		Attendees	Initials	
Levon Stephan	LSt	Chair	Greg Evans (from 5.55 pm)	GE	Member Appointed
Kevin Bawn	KB	Principal (Absent 1 st hour)	Jonathan Farnhill	JF	Parent
Paul Colin	PC	Staff	Melanie Prance	MP	Staff
Cathy Durston	CDu	Co-opted			

Apologies	Initials	Reason
James Lee	JL	Parent

Absent	Initials

In Attendance		CVCC
Adrian Green	AG	Vice-Principal (SLT)
Jill Collins	JC	Clerk

Visitors	Initials

Minutes

ITEM NO.	ITEM	Owner	Date Due
13/14.46	<u>Declarations of Business Interests</u> None	LSt	
13/14.47	<u>Attendance/Apologies</u> Apologies were received and accepted from James Lee	LSt	
13/14.48	<u>Minutes of the previous meeting</u> The minutes of the meeting on 13 th March 14 were approved by the group and signed by the Chair.	LSt	
13/14.49	<u>Matters arising</u> 13/14.42 Feedback to Governors on Habits of Mind base-lining (DW). Due to events taking place this term it was felt appropriate to provide feed-back on this item at the 1 st meeting of the new year. C/F 13/14.44 Update re Modern Languages French and Modern Languages Spanish curriculum time (AG) AG reported on progress towards raising achievement in Spanish. He had had meetings with the Modern Languages Department. A plan is in place to provide parity between the two languages. Year 7s will study both French and Spanish and will sit a base-line test in May. Students will opt	LSt	

ITEM NO.	ITEM	Owner	Date Due
	<p>for either French or Spanish in year 8 onwards. As far as is possible numbers for the two languages will be kept even when allocating places. It is planned that in year 9 an intensive 'catch up' slot will be available for those students who wish to do the other language. These students could then take a double language qualification. CDu asked which languages are taught by feeder schools and AG confirmed that the majority are teaching French, but this varies. AG noted that there is an acceptance from the ML team that both languages would be treated equally.</p>		
13/14.50	<p><u>Curriculum Updates</u> (Verbal Report) a) <u>Timeline for curriculum changes</u> AG tabled a summary timeline from OCR which detailed changes to GCSE and A Level schedules over the next 5 years. In September the new National Curriculum for KS2 KS3 and KS4 commences (GCSE already follow at KS4). (GE entered at this point). AG advised the group that CVCC will follow KS3 National Curriculum as far as possible, though it was not mandatory to do so. The new National Curriculum will be slimmed down to a few bullet points (broad scope for teaching). There is a lot of curriculum planning going on over the next four terms. AG noted that for two years the feeder schools won't have been taught the new KS2 National Curriculum and they will need to be brought up to the necessary level. LSt challenged AG on the detail of the changes for KS4 and GCSE and AG responded stating that there would be two new specifications for English and maths in September 2015 and other subjects would follow on from this. For three years the old and new curriculums would run concurrently. AG noted that there could be financial implications. AG stated that the June 2017 exams would be the first to be graded on the new 9-1 scale. Grade 4 would be 'tagged' to a C Grade. New GCSEs will be fully linear and written exam will be the default method of assessment. Maths will be 'tiered' and it is likely that Science and Modern Languages will be tiered. English and Maths will be far more rigorous and teaching time has been adjusted for this. Regarding A Levels, there will be new specifications next year. English staff will need to plan for changes in GCSE and A Level. Changes include A Levels will be fully linear (No exams in January) There will no longer be any practical exams for Science. The AS qualification won't count towards the final grade of an A Level but will a separate qualification. JF asked what currently would be lost in with these changes. AG advised nothing would be lost as all changes are additions. LSt asked how Literature would be affected and AG stated that it would be 'uncoupled'. LSt asked if there were concerns that students would be tempted to drop the subject. Literature is required by National Curriculum and</p>	AG	

ITEM NO.	ITEM	Owner	Date Due
	<p>needed to contribute to double 'best 8' scores. We will ensure as many as appropriate do both. CDu asked how the changes were being received by staff, parents and the wider community. PC replied that though not popular there is a sense of - getting on with it.</p> <p>AG advised the group that he and PC have now interviewed all students about year 9 and PC noted that some had been surprised at how successful they could be at A Level (A or A* possible).</p> <p>b) <u>Careers</u> AG advised the group that there is new statutory and voluntary guidance for Governing Bodies. All students, years 8-13 are to have independent careers guidance. Careers South West had been subject to cuts resulting in redundancies. CVCC now has a new adviser (Darren Kenyon) and he will be in College on results day as well as working with SEN cases. There will be a reduction in CSW service, in that from next year it will only be available to statemented students and pre 16 students with no place in education or work based learning. LSt asked if CVCC is required to use CSW and what other Schools are doing. AG stated that it is possible that CVCC could use the provision from CSW and also bring in some extra private consultancy. This is being investigated and a new model will be in place from September. Careers Advisers will be offering services to Schools and CVCC needs to consider this in line with Course 42. LSt noted the possibilities for the Jurassic Coast Alliance to 'group buy' provision for careers.</p> <p>c) <u>Early timetable start</u> (subject to result of the Subject Leaders meeting on 29th April). AG advised the group that SLT had been asked by Subject Leaders to consider an early start to the timetable. The possibility was discussed but taking into account all factors (GCSE changes; options; time needed to implement such a change), it was decided not to proceed at this time.</p>		
13/14.51	<p><u>SIP Latest Reports</u> (February and March 14 circulated).</p> <p>LSt confirmed that the group had received and read the reports and asked what the 'mood' around the table was. Discussion followed. GE felt that the reports were positive and that the College was moving in the right direction. MP noted that she didn't agree with the figures stated for Maths on page 2 of the Feb report and that 75% would be more like 70%. KB reported that the SISRA data had been used when compiling the report. LSt asked about the consistency of 'drop ins'. KB noted that it was variable, some SLT members had conducted more than others but the College was practicing what Ofsted would do during visits. Some Heads of Schools also</p>	KB	

ITEM NO.	ITEM	Owner	Date Due
	<p>conducted drop ins though MP noted that these didn't take place in all subjects. KB noted that monitoring has increased.</p> <p>KB advised that lesson observations were almost complete (70 completed). AG stated that it is necessary to spread consistency across all subjects but there were time pressures and staff needed to be taken out of teaching to complete the observations.</p> <p>GE and LSt discussed how to assess whether standards had improved as a result of these interventions. The various sources of evidence were discussed e.g. marking, feedback, SEF, visit data away-days and performance management.</p> <p>KB reported that he had sent thanks to John Shears (SIP) for his reports. LS suggested inviting John Sheers to the last FG meeting of the year to deliver his final SIP visit Report for the year to Governors. It was agreed to recommend this for approval at next FG." Action LS - done</p>		
13/14.52	<p><u>Recent Subject Reviews</u> Reports on reviews of – Design & Technology Feb 14; MFL Nov 13; PE Feb 14; Post 16 Mar 14 had been circulated.</p> <p>KB advised the group that AG compiles the schedule and the model is more succinct than previously providing self-evaluation. Where areas were weak they were supported to improve the judgements were endorsed by Ofsted. There is a tendency to cautious reporting. Discussion of the reports followed and the benefit of the reports was noted. KB stated that the data fed into monitoring with SIP, Links etc and fed into the action plan. Governors felt that they were a useful 'snapshot'.</p>	KB	
13/14.53	<p><u>Kirkland Rowell Survey</u> KB advised the group that the survey (circulated) had received 196 respondents. Governors felt that this was a good response rate. KB talked to the Executive summary which was useful as it showed trends over time and gave a sense of summarising the College. Positives were - homework is increasing; priorities for parents and staff match national benchmarks, i.e. priority of exam results has moved up from 11th to 8th for parents and the other reasons why parents like CVCC.</p> <p>JF noted the positive perceptions of the College as interesting, particularly developing confidence in children. There is a lot which can be drawn out of the survey when looking to improve and there are links to Ofsted. PC/JF discussed the benefit of having results over the last 12 years showing trends, though it was noted that some factors can skew results.</p> <p>LSt noted the positive results on 6th Form students and that parents were happy with College/home communications. Discussion followed on how to publicise the results of the survey.</p> <p>KB reported that he includes the information in the</p>	KB	

ITEM NO.	ITEM	Owner	Date Due
	<p>Newsletter and it could also be placed on the website. It is distributed at Parents evenings prior to Ofsted. It is used for self-evaluation purposes, contributing to priorities. CDu felt that it should be placed on the website and CVCC should undertake follow up on some scores to establish the reasons for the results. LSt suggested that there should be a rolling power point showing results at parents' evening to inform those waiting in the queue and that the survey should be sent to the PTFA. Think about handing out the Parent View Summary, pages 26/27.</p> <p>KB noted the focus on safe, happy, successful message at parents' evenings and the statistics from the survey to enforce the message that CVCC has a U.S.P of humanitarian, friendly place which recognises individuals. Recognised for pastoral care but also ensuring that students achieve.</p>		
13/14.54	<p><u>College Improvement Plan</u> – Standing item (Verbal) KB reported that CVCC is entering the next stage of monitoring. Feedback from colleagues indicates that student motivation is a problem. SLT is preparing a document for the SLT Away-Day to thrash out a narrowing down of priorities to present to Governors at their Away-Day bearing in mind that an Ofsted visit is coming. The SLT is looking at their part of the SEF and looking to next year's CIP.</p> <p>KB expressed praise for colleagues during the period (efforts in revision for exams) whatever the results the staff cannot be criticised for their effort. AG reported that there were now more sessions which had started earlier and most subjects were trialling pre-exam briefings. MP reported that in Maths where students were not attending revision sessions parents have been contacted.</p>	KB	
13/14.55	<p><u>Policies:</u></p> <ul style="list-style-type: none"> • <u>Curriculum Policy – AG</u> carried forward • <u>Children in Care – Psu</u> carried forward 	LSt	
13/14.56	<p><u>Items at the discretion of the Chair</u> KB reported that a Library consultation is in progress. There is a move at Devon County towards community libraries but this was already the case at CVCC. Governors will need to take a position on this in the future.</p>	PSu	

The meeting ended at 7.35 pm

Signed by Chair:-Approved as a true and accurate record of the Meeting on the 1st May 2014.

.....

Committee Members:

Levon Stephan
Kevin Bawn
James Lee
Gregg Evans
Paul Colin
Jonathan Farnhill
Cathy Durston
Melanie Prance

Co-opted/Chair L&T Committee
Principal/Governor
Parent Governor
Co-opted Governor
Staff Governor
Parent Governor
Co-opted Governor
Staff Governor

Meeting Dates			
Monday	12 th May 2014	Full Board	5.30 pm
Thursday	12 th June 2014	Curriculum, Learning and Teaching	4.30 pm*
Thursday	10 th July 2014	Full Board	5.30 pm