

CLYST VALE ACADEMY TRUST

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**Minutes of Curriculum, Learning & Teaching Committee meeting held at Clyst Vale
Community College in the Meeting Room 1, on 26th January 2015,
at 5.30 pm**

Part I Minutes

Committee Attendees	Initials		Committee Attendees	Initials	
Levon Stephan	LSt	Chair	Cathy Durston	CDu	Co -opted
Kevin Bawn	KB	Principal	Crawford Winlove	CW	Member Appointed
Paul Colin	PC	Staff	Melanie Prance	MP	Staff

Apologies	Initials	Reason
Greg Evans	GE	Parent

Absent	Initials

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

Visitors	Initials
Helen Coley Modern Foreign Languages	HC

Minutes

ITEM NO.	ITEM	Owner	Date Due
14/15.21	<u>Declarations of Business Interests</u> None	LSt	
14/15.22	<u>Presentation</u> Helen Coley presented on Modern Languages: French and Spanish. HC detailed the results in French and Spanish. French were at 94% A-C and 28% A* conversely 58% and 9% in Spanish. Steps were being taken to address the Spanish results. 40% of the cohort are taking a language this year (48% national). 28% had signed up for next year and 26% the following year. Numbers have been steadily falling since 2011 going against the national upwards trend. Discussion followed on the effect of the options blocks on MFL. The ‘fullness’ of the curriculum had impacted on space for Languages, particularly at KS4. HC talked about the staffing changes in Spanish (maternity leave required a temporary staff member) .On this year’s results – controlled assessments in Spanish were close to the target of 70% with 34% 4 LOPs. In French 96 % A-C with 3 LOPs 94% 4LOPs HC is discussing with Spanish the steps necessary to	HC	

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	<p>address e.g. changes to syllabus; more direct involvement as Head of Languages; sharing resources currently used in French; encouraging more challenge at the upper levels; Revision sessions are in place and 18 students attended the latest session.</p> <p>In French a new staff member was in place and classes were well organised and planned with a high standard of language skills. On other events planned-</p> <p>HC talked about a trip to Paris planned for before Easter, the cost will be £367. Contacts have been provided for exchanges (pen-pal and physical) for years 11 and 12.</p> <p>LSt asked about insurance cover for these visits. KB responded that Public Liability covered visits in College.</p> <p>LSt asked how contacts were sought/found. HC went through the routes available i.e. pen-pal websites staff contacts; whole class exchanges; twinning etc.</p> <p>CDu asked why twilight sessions weren't running. HC responded to say that this was due to financial reasons.</p> <p>LSt said that he had met with HC and AG last week and had agreed to ask the Committee whether twilight should be funded. If all agreed it could be taken to F&P. It was agreed that due to the finances at present this would not be referred.</p> <p>CW asked if lesson observations had taken place and HC stated that SLT observations were now due. AG noted that last term they were outstanding with no RIs. Spanish outcomes were not as good as they could be but this was being addressed with measures being put in place. HC stated that students could be pushed harder. LSt asked about the impact on EBAC. HC responded to say that language will impact on EBAC, depending on which language you were looking at. LSt noted that German isn't currently offered.</p> <p>AG stated that the SIP (John Shears) had been reviewing Spanish today and he had concluded that students could be pushed harder.</p> <p>Discussion followed on the merits of making language compulsory but this wasn't thought to be feasible or desirable.</p> <p>LSt stated that he was expecting an improvement on last year's results even though there were fewer students taking languages and asked for comments from the group.</p> <p>CDu felt that the options previously agreed upon couldn't be 'unpicked' at this stage. Languages needed to appear as a more attractive option. HC noted that the oral exam puts students off. HC was thanked for attending.</p>		
14/15.23	<p><u>Attendance/Apologies</u> Apologies were accepted from Greg Evans.</p>	LSt	
14/15.24	<p><u>Minutes of the previous meeting</u> The minutes of the meeting on 10th November 14 were approved (with minor amendments) by the group and signed by the Chair.</p>	LSt	
14/15.25	<p><u>Matters arising</u> 14/15.05 Results Feedback on Base-Lining data DW. This had been covered at the Away-Day. LSt noted that it was</p>		

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	<p>a positive report. CW reported on a Science project taking place at Exeter University (looking at plastics). There was tough competition for places but as CW was linked, places had been allocated to CVCC and students had been invited to attend.</p>		
14/15.26	<p><u>College Strategic Plan</u> KB talked to this item. He noted that CVCC was approaching an interim review. The SIP was due on 4th March 2015 and he had three main priorities i.e. raising achievement; raising aspirations and Teaching & Learning. This was covered in great detail at the Away Day and also the Teaching and Learning paper to follow later in the agenda covered it well also.</p>	KB	
14/15.27	<p><u>Teaching & Learning Update</u> AG talked to his paper circulated which looked at a College Strategic Plan objective: Quality of teaching consistently good or better, and improving over time. AG talked to the objective of moving all teaching to 'good' with 40% 'outstanding' (currently at 30%). It was noted that Ofsted are not currently rating or grading lessons. The main judgement of impact is lesson observations and drop ins by SLT. CW asked how often SLT drop ins took place. AG responded that there are 2 major rounds per year or maybe 3. They are less intense and give opportunity to chat to the students and check on marking etc. Issues are followed up with middle leaders and the process is supportive. MP stated that teaching staff are happy with SLT dropping in, they like to see SLT out and about. KB felt that not all staff are comfortable with the observations. MP responded that more guidance and definition for staff on how to move to from good to outstanding would be appreciated. AG referred to the grid provided and went through the subject headers. The document was useful in identifying areas for improvement. KB described what an outstanding lesson looked like. The value of Trios was discussed, in terms of CPD and also to support teaching and learning within departments and with those outside of own department to share outside of own subject area. Also cross school Trios were taking place. KB noted that the SIP had recently completed a review of History which would be circulated. CW asked about the viability of teaching AL Spanish and whether there was any impact on GCSE because of it. CDu emphasised the need to recruit academic students and that this subject helped in recruitment. KB supported this view and stated that though it could be regarded as uneconomic, he would want to preserve this in the curriculum. PC stated that if CVCC were looking to reduce language staff it would be feasible but we would also lose recruitment. This is an issue which comes up every year and CVCC has looked at the options e.g. shared teaching</p>	AG	

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	<p>across Devon but the logistics of that are not good. LSt asked about dialogic marking. KB explained that this is the start of a dialogue with the teacher (interactive marking) also DIRT Time i.e. Dedicated Interaction and reflection time. This was good practice and recommended by Ofsted.</p> <p>CDu noted the figure of 63% evidenced marking for literacy and stated that she felt this was low. LSt noted that this had improved since the last Ofsted visit and it would be interesting to hear what the English Department's view was on the impact of this.</p>		
14/15.28	<p><u>Latest SIP Report</u> KB reported that the History report is to be circulated. Another visit is due on Leadership.</p>	KB	ASAP
14/15.29	<p><u>Policies:</u></p> <p><u>Children with Medical Needs</u> (PSu c/f) In progress. Meeting needs to be held with the School Nurse and the College Manager as stakeholders.</p> <p><u>Exams Policy</u> (KB) The document requires some work (labelling/numbering etc) Subject to this the Policy was approved.</p> <p><u>Governors' Discipline Statement.</u> There were no changes to content. The statement was approved.</p>	LSt	
14/15.30	<p><u>Items at the discretion of the Chair</u></p>	LSt	

The meeting ended at 7:15 pm

Signed by the Chair:-

Approved, as a true and accurate record of the Meeting on the 26th January 2015.

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Committee Members:

Levon Stephan	Co-opted/Chair L&T Committee
Kevin Bawn	Principal/Governor
Gregg Evans	Parent Governor
Paul Colin	Staff Governor
Crawford Winlove	Member Appointed Governor
Cathy Durston	Co-opted Governor
Melanie Prance	Staff Governor

Meeting Dates			
Monday	16 th March 15*	Meeting Room 1	5.30 pm
Thursday	7 th May 15	Post 16 Study Room	5.30 pm
Monday	15 th June 15*	Post 16 Study Room	5.30 pm

***Monitoring Group meets at 4:30 pm**