## **CLYST VALE ACADEMY TRUST**

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

# Minutes of Learning & Teaching Committee meeting held at Clyst Vale Community College in Post 16 Meeting Room, on 13<sup>th</sup> June 2013 at 5.30 pm

Part 1 Minutes
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	C	Day/Time	5.30 pm 13 <sup>th</sup> June 2013	Location	Post 16 Meeting Room
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Attendees	Initials		Attendees	Initials		
Levon Stephan	LSt	Chair	Paul Colin	PC	Staff	
Kevin Bawn	KB	Principal	Melanie Prance	MP	Staff	
Cathy Durston	CD	Co- Opted	Jonathan Farnhill	JF	Parent	

Apologies	Initials	Reason	Absent	Initials
Greg Evans	GE	Work		
		Commitments		
James Lee	JL	Illness		

In Attendance		CVCC
Adrian Green	AG	Vice-Principal
		(SLT)
Dave Walters	DW	SLT
Paul Sutton	PS	SLT
Jill Collins	JC	Clerk

Visitors	Initials

### <u>Minutes</u>

ITEM NO.	ITEM	Owner	Date Raised	Date Due
12/13.45	Presentations:	AG		
	Michelle Barratt (Maths) gave a presentation on how recent changes to Maths assessment have impacted on results. CVCC has moved to a linear form of assessment with careful setting of students into groups and this has resulted in an improvement in results compared to last year (75% A* - C). Levels of improvement are used to gauge successful progression in learning and CVCC is focussing on 4 & 5 levels of progress for sets 1 and 2. If the bottom groups make 2 levels of progress this would be considered good also. Increased use of new software enabling database analysis and cumulative tracking of individual students' results is helping the department to identify weak areas for further work.	MB		

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	TIEM Students are also able to track their own progress on an exam which they have sat, which identifies areas for further revision and motivates them to do better by raising expectations. These initiatives will be communicated to parents at a year 9 Parent workshop and through engagement at parents' evenings. AG commended the hard work being put in by the Maths Staff which have led to these positive initiatives. Governors expressed their appreciation to MB. Paul Sutton (SLT) gave a presentation on Mental Health Issues following a request from the Chair to inform Governors of this important issue and how it is being addressed at CVCC. Slides were presented showing the different types of mental illness/scenarios which may arise in class: - e.g. behavioural; emotional; social. Depression is a major issue faced by young people. Educational Psychology and Counselling services are bought in by CVCC. There are good links with Child and Mental Health Services (CAMHS) and the School is fully aware of every single pupil under CAMHS care. Referral to CAMHS can be via Parent; School or GP. CVCC currently has 2 Counsellors in School (line managed by PS and functionally controlled by Clinical Managers) and they have given 438 sessions this year. Referral can go via Student tor as a recommendation from the School. CVCC does teach about mental health issues in School, exploring feelings and behaviour with students and parents. These issues are become more prevalent nationally but CVCC does have the support in place to deal with this. Teaching staff are briefed to 'signpost' to expert support and not to try to fix the problem themselves. Support for staff is in place through OH and training is available. PS and CD are going on training for L3 Child Protection and Babcocks-ldp are coming into School to train 12-15 people to L2. NB: Devon Safeguarding has been assessed by Ofsted and received a bad report (inadequate). JF advised Governors to read the report. Child			
	very much aware of Mental Health issues at CVCC and were dealing with it appropriately and			

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	accordingly. Governors were also informed that the support systems in place were just as good as and probably better than other schools in the local area.			
12/13.46	Apologies were received and accepted from Greg Evans and James Lee	LSt		
12/13.47	Declaration of Business Interests. None	LSt		
12/13.48	Minutes of the last meeting on 2 <sup>nd</sup> May 2013. The minutes of the last meeting were accepted, approved by the group, and signed by the Chair.	LSt		
12/13.49	Matters Arising	LSt		
	<u>12/13.42</u> JF to report from Teacher Performance Working Group which met prior to this meeting. See item .51 below			
	<u>12/13.43</u> Progress on Single Equality Scheme. KB reported that the document had been reviewed by JC. JC had conducted research into current legislation, made suggestions for amendment and raised questions for further review. KB is to respond to the issues raised and JC will revise the document before presentation to this group in September 13.	KB/JC		
	<ul> <li><u>12/13.44</u> Verbal report from KB on staffing decisions.</li> <li>PC reported that timetabling for next year is proving difficult. PC has a version for post 16 which works but there is a 'squeeze' on the rest of the School which is still to be fixed.</li> <li>Staffing changes (outlined in detail by KB) have resulted in vacancies to fill which may need to be advertised externally.</li> </ul>			
12/13.50	College Improvement PlanKB presented a paper for consideration prior to being presented at Full Board in July. Governors were not required to take action at this stage but the paper was being presented to enable early commentKB reported that SEF is no longer compulsory but is still necessary for Ofsted.The CVCC School Improvement Partner had visited today and his comments would be integrated into the document before the final version is presented to FB. LSt noted that the homework survey period indicated on the paper was very short. KB agreed that this was actually misleading and would need revision to correctly reflect the full scope of the timespan actually reviewed. AG offered to discuss the paper in detail	КВ		

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12/13.51	Learning & Teaching Working GroupsTeacher PerformanceJF reported that the group had met prior to thismeeting and had over 1.5 hours explored in depththe complexities of assessing teacher performance.The group discussed in detail :-• Requirements of the new pay policy• Peer review• CPD• Raising standards• Future challengesThe next meeting on Student Achievement will takeplace on 2 <sup>nd</sup> July 13 and DW presented a paper inpreparation for that meeting.The paper asked questions about why interventionsfor year 11 work so well and how could lessonslearnt be used elsewhere. A number of surveys andfocus groups will be conducted:- Students; Parents;Co-Tutors; Heads of Subjects; ATHOS andTransition Co-ordinator. The aim is to driveachievement up for all students.Results from this round of surveys will inform thenext round (Post 16 group).	JF		
12/13.52	Policies:         i)       Personal & Social Development.         ii)       SEN (Policy for Additional Support         iii)       Sex and Relationships Education         iv)       Curriculum         With minor amendments to be completed by the Clerk, all policies were approved and adopted.         Items at the discretion of the Chair	JC		
	None			

**Signed by Chair:-**Approved as a true and accurate record of the Meeting on the 13<sup>nd</sup> June 2013.

(Meeting closed: 7:50 pm)

<u>Committee Members:</u> Levon Stephan Kevin Bawn James Lee

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

Gregg Evans
Paul Colin
Jonathan Farnhill
Cathy Durston
Melanie Prance

### Co-opted Governor Staff Governor Parent Governor Co-opted Governor Staff Governor

Meeting Dates			
	13 June 2013	Curriculum, Learning and Teaching	5.30pm
	1 July 2013	Finance and Premises	5.30pm
	8 July 2013	Full Board	5.30pm