

**Chesterton Community College**  
**Teaching and Learning Committee**  
**Minutes from 26<sup>th</sup> January 2017**

**Present :** Roger Mann (RM), Katharine Hutchinson (KH), Shelley Lockwood (SL), Lucy Lewis (LL), Rolf Purvis (RP), Morag Morrison-Helme (MMH), Peter Rodgers (PR), Suzanne Izzard (SI), Richard Auffret (RA).

Simon Peyton-Jones (SPJ), Donna Young (DY), Lucy Scott (LS) arrived later in the meeting.

1. **Apologies:** Colleen Lehane and Luke Tunmer
2. **Declaration of Conflict of Interests:** None declared
3. **Register of Business Interests:** None declared
4. **Minutes from the last meeting (24.11.17):** Minutes were all agreed and signed as a true record by the Chair.
5. **Matters Arising:** Send previous topics to RP. It was agreed to invite the student council to talk about different topics and to invite Lynsey Rooker/Jo Borroughes with a SEND focus.
6. **Policies:** There was no policies to ratify at today's meeting.
7. **Curriculum Update:** RA gave an update on our current structure and the way the system works. RP added that we have an effective system which is raising standards in the school. SAT'S, CAT'S and assessment A1 supported our induction judgement. Year7 7-5 groups are showing good signs of catch up. Students are making accelerated progress in KS3. Timetabling and structural elements worked as expected. Governors asked RA to explain the different level/groups so they had a clearer understanding. RA went on to talk about 2017/18 initial thinking explaining how Art and Design technology curriculums are being re shaped. Governors questioned the staffing level to which RA explained that all staff in the faculty are part time. Governors also had some concerns if the new structure would limit students outcome – to which RA responded that the skills will still be there, the curriculum will suit all pathways in students. Pathways process are underway and it was communicated to governors that staff met with 70% of parents as appose to the options evening which worked well and had positive feedback. 2018/2019 DT offer is in the planning and offers 6 exciting courses based around the arts endorsement. RA also spoke to governors about the CRC provision and that this is still an option.

Governors asked the take up of students to this which was 14 last year and we have again had a lot of interest this year.

8. **Spotlights/Key Outcomes:** RP gave some feedback to governors on the spotlight process and explained how it used to be a lengthy report often done once every two years. It is now a sole focus on student progress. Notes are recorded on CPD online and every week SLT are looking at feedback books. Learning walks are occurring almost every day. Appraisals are in place on a regular basis. RP has sent out a presentation slide to staff to show expectations of what work should be provided in feedback books. Governors questioned how the feedback books are collated and how the school identify what books should be collated. Student's books are received each week and its planned system targeting different ability groups each week. RP explained how briefings on Mondays are taking a more T&L focus with some lunchtime sessions that follow up from the briefings. KH spoke about future topics and how resources are available in the library for staff to access. Governors questioned if staff would recommend these to which it was said that the books have good material and very beneficial for staff. MHH suggested a website that is available for all staff to access and would be great material, it was agreed for KH and MHH to meet and discuss this further so the recommended pages could be suggested to staff. KH mentioned how a lot of CPD sessions are on guided group work. Homework was discussed and the different ways to issue homework – making homework meaningful with some flexibility. Faculties will look at this and the possibility of maybe setting out home work for each term so parents can see what needs to be done when.
9. **OFSTED Preparation:** LS explained how we are still awaiting an Ofsted visit, we had a Keeping in Touch Visit, this is where the Local Authority organise a visit into school. This was a very positive visit and the report will be shared with governors once received.
10. **Pupil Premium:** Still working with Learning Mentors and Realising Potential leaders to help students and Collecting year 11 data. It was agreed to look at KS3 progress with a focus on Pupil Premium at the next meeting.
11. **AOB:** Governors questioned what happens at this educational stage in preparing students for University. DY explained how Erinn Heggan is in charge of careers. Erinn Heggan arranges work experience and is the first point of contact for students. An independent careers advisor comes in once a week and has meetings with students. It was suggested that maybe Erinn Heggan could attend the next T&L meeting and discuss further with governors.
12. **Date of Next Meeting:** 16<sup>th</sup> March 2017

This meeting closed at 5.20pm