



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

**Teaching and Learning Committee
Minutes**

01 May 2013

Chesterton Community College

Minutes of Teaching and Learning Committee

1st May 2013

Present: Katharine Hutchinson, Andrew Kennedy (Chair), David Carter, Ayesha Tahir, Mark Patterson (Head), Shelley Lockwood, Richard Kirkby and Donna Young.

This meeting was quorate 6 Governors out of 12 were present. (Quorum is a minimum of 4 Governors)

In attendance: Wendy Palmby (Clerk)

Apologies: Simon Peyton Jones, Roger Mann, Colleen Lehane, Belinda Jones, Kirsten Branigan, Helen Arnold

Welcome: The Chair extended his welcome to everyone, especially our new Parent Governor Shelley Lockwood.

1. **Declaration of Pecuniary Interests:** None were declared.
2. **Register of Business Interests:** Andrew Kennedy is employed by Microsoft.
3. **Minutes of the last meeting (20.03.2013):** These were agreed by all Governors and signed by the Chair as a true record.

4. **Matters Arising:**

- Absence during School Term Policy:
The Clerk was asked to check if this policy had been re-circulated by Rolf Purvis.

Action: Clerk

- Training for Link Governors: Governors had received the Training and Development programme sent out to all T and L Governors.

5. **Update on Tablets:**

Richard Kirkby gave an update on the Tablets scheme at Chesterton. Richard then circulated a document for all Governors present to read. The Governors then asked questions.

There had been an 80% return on the letters sent to Parents and the remainder of Parents were being telephoned this week for their decision. 15% were not buying in to the scheme and these figures do not include FSM (Free School Meals) students, who will receive an i-Pad paid for by the Pupil Premium. The expectation is that the scheme will go ahead and Governors will be updated on any progress. The implemented timeline will allow for staff to have several training sessions and ICT are working with students on setting up accounts already.

6. **Acceptable use Policy (AUP):**

The new draft AUP document had been previously circulated to Governors. Staff and students have had separate documents in the past, but the new version covers all users and takes into account the use of tablets, making more of the responsibility of

the user. Also included is e-safety which was also a separate policy previously. The Governors then raised a query relating to e-safety and Richard went on to explain this in more detail. Governors asked if the responsibility on students using the tablets could be made clearer, explaining in more detail what kind of use is unacceptable and making the language more student-friendly.

Action: Richard Kirkby Governors then went on to discuss social networking sites and Richard explained that it may be possible for parents to decide if they would like/not like students access to these sites at home, by using an advanced filtering system. The option for current Year 9 and 10 students to buy an i-pad was also discussed and it was suggested that we should write to the parents of these students to ask the question.

Action: Richard Kirkby

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Signed

Date

Going forward Richard asked for a virtual exchange of comments from Governors, tracking changes. The Governors commented on page 3, where the age and Year group were used. It was suggested just to use the year group.

A Governor then asked about the sanctions for improper use and it was explained that these would be in accordance with the school's behaviour policy.

It was also suggested that it was made clear that the use of the tablets would be monitored closely by the school at all times.

Donna Young joined the meeting at 4.20pm.

Staff development was ongoing and various sessions had already taken place to ensure that all staff would be at a similar starting level in September.

One aspect of the plan is now to create a sharing forum for good practice. Another is the establishment of i-students and i-teachers, who would be leaders amongst their peers in terms of the use of the new technology.

It was suggested that it would be important to share exemplar lessons across the school and that Link Governors should be invited to observe lessons in which tablets were being used.

7. Replacing National Curriculum Levels with Grades:

Donna Young passed around a document for Governors' information and gave brief background explaining that the Government will eventually replace National curriculum levels. No one really knows what will replace it or when it will happen. As an Academy we can make a start ourselves and at present we are trialling a pilot in English with grades, which Donna explained.

Students have also been asked how they felt about the grades and their comments taken on board. A general discussion on grades followed and it was noted that the pilot scheme revealed it was a great way of spotting the gaps in students' individual learning.

Other schools are really interested in what we are doing and have asked to be updated on our progress.

There was a general consensus that the matrices were great and Donna was asked if it was something parents would be able to see on the website for students. **Action:**
Donna Young to investigate

8. Vertical Tutoring:

A vertical tutoring update from Peter Watts had been emailed to Governors prior to the meeting. Peter was unable to be at the meeting so the discussion was led by Mark Patterson.

Governors asked about training for Heads of House and Head of Year 7. Mark explained that there was a mass of information available on websites and also in reference books.

Governors agreed the "House friends" idea was beneficial for students and that houses needed to be a

good mix of students of all different kinds.

It was suggested that the students should be told which House and tutor group they would be in, well before the end of term. Governors offered to be involved if needed.

Action: Mark Patterson to feed back to Peter Watts

9. Any Other Business:

The minuting of Vertical Tutoring was briefly discussed and the reasons why it had been recorded as it had. Any lessons to be learned would be heeded going forward.

10. **Date of next meeting:** Wednesday 3rd July, venue to be advised, was agreed by Governors.

The meeting closed at 5.30pm