



**CHESTERTON  
COMMUNITY COLLEGE**

**Chesterton Community College**

**Teaching and Learning Committee  
Minutes**

**28<sup>th</sup> November 2012**

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**Minutes of Teaching and Learning Committee**

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1. **Present:** Roger Mann, Katharine Hutchinson, Andrew Kennedy (Chair), Lloyd Brown, David Carter, Simon Peyton Jones, Paul Tonks, Colleen Lehane. Rolf Purvis and Lloyd Brown were present from the Senior Leadership Team (SLT).

This meeting was quorate 8 Governors out of 11 were present. (Quorum is a minimum of 4 Governors)

**In attendance:** Wendy Palmby (Clerk)

**Visitors to the meeting:** Steve Hinshelwood, Head of Science.

2. **Apologies:** Mark Patterson, Kirsten Branigan, Ayesha Tahir      **Absent:** Belinda Jones was not present at this meeting
3. **Welcome:** The Chair extended his welcome to everyone.
4. **Declaration of Pecuniary Interests:** None were declared.
5. **Register of Business Interests:** Colleen Lehane is a member of the PE department (Re item 7 on the Agenda)
6. **The Terms of Reference for T&L:** The Governors agreed the updated Terms of Reference 2012-2013. These will now go to the next Full Governing Body meeting on 5<sup>th</sup> March 2013 for ratification
7. **Minutes of the last meeting (3<sup>rd</sup> October 2012):** These were agreed by all Governors and signed by the Chair as a true record.
8. **Matters Arising:**
  - i. Vertical Tutoring: A document on Vertical Tutoring by Peter Watts had been previously sent to Governors for their information. This document was then discussed in detail and members of the SLT explained the benefits of this system.
    - This House type system would include some students from each year in its tutor group and this helps break down the barrier between the younger and older students.
    - Training could be built into the academic year to train staff for tutor groups with students of all ages
    - Students and Parents are still to be consulted on this possibility, but some staff consultation has taken place. The Governors thought that communication with these groups was very important and should outline the benefits more clearly.

The Governors broadly agreed with a Vertical Tutoring system at Chesterton in principle, but wanted assurance that the consultation process would involve all interested parties and the results of this consultation were that most were in favour.

**Action:** Rolf Purvis/Lloyd Brown to feed back comments to Peter Watts and SLT

All other actions from the minutes of the last meeting had been completed.

Steve Hinshelwood entered the meeting at 4.10pm.

9. **Developing Science at Chesterton:** The Head of Science, Steve Hinshelwood, presented a comprehensive report on Science at Chesterton and answered questions as he went along.

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- All Science staff give a good contribution which was reflected in the results this year. There is a larger cohort now taking GCSE and this could effectively reduce our headline measure for next year.
- There are changes to the specifications in Science going forward, to prepare students for A level and these will be much more challenging in 2015.
- The International General Certificate of Secondary Education (IGCSE) had been investigated and the advantages/disadvantages for BTEC courses going forward were explained.
- Some discussion took place on the possibility of boys only and girls only classes in years 8 and 9.
- All science lessons are now doubles (100 minutes) and this was felt to be a great advantage. The long term goal to bring a more a project based approach had also been considered.
- There are many opportunities for enrichment and several trips/afterschool clubs are taking place in science.

The Governors thanked Steve for his presentation.

10. **Spotlights on PE and English:** Spotlight reports were circulated in advance. The PE spotlight highlighted that all lesson observations were outstanding and the Governors asked Colleen Lehane to convey their thanks to the PE department. The English spotlight showed evidence of the changing boundaries in English this year. There is still work to be done and an action plan is in place. English Literature results were outstanding. Following spotlights the Senior Leadership link meets with the Head of Faculty to discuss an action plan and an interim report goes to the SLT with an interim plan.

- It was suggested that the student feedback is done through the link Governor for the subject which would then be fed back to the Head of Faculty. It was felt this would be a good role for the link Governor.

**Action:** Clerk to send the spotlight reports to the relative link Governors for each subject.

11. **Policy review:**

At this point a document on the KS4 curriculum for 2013, circulated by Lloyd Brown, was discussed.

There was very little change from last year.

The DfE "Reforming KS4 qualifications" consultation is ongoing at the moment and all Governors were encouraged to take part. There is a link which takes you to this site.

**Action:** Lloyd Brown to send this link to all Governors via the Clerk.

The Clerk was asked to check if the Curriculum Policy was now statutory for Academies.

**Action:** Clerk to check statutory policies for Academies.

**Holiday Policy:** Rolf Purvis said he was looking at this policy in conjunction with the Absence policy. **Healthy Schools Policy:** One of the Governors, David Carter, offered to take a look at this policy for Chesterton.

12. **Any Other Business:**

Attendance and Behaviour reports with an Exclusion report are to go to the January meeting.

**Action:** Clerk to add to the Agenda.

In future these will be produced for the second meeting of the Spring term and updated at the Autumn term meeting.

13. **Date of next meeting:** Wednesday 30<sup>th</sup> January 2013

The meeting closed at 5.30pm.