



**CHESTERTON
COMMUNITY COLLEGE**

**Chesterton Community College
Teaching and Learning Committee
Minutes**

5th February 2014

Chesterton Community College

Minutes of Teaching and Learning Committee

5th February 2014

Present: Katharine Hutchinson, Andrew Kennedy (Chair), Ayesha Tahir, Lucy Lewis, Roger Mann, Lucy Scott (Head), Colleen Lehane, Lloyd Brown (Deputy Head), Rolf Purvis (Deputy Head), Steve Erickson (Assistant Head), Nick Dawson (Head of DT), Anita Langdale (Head of Music) and Richard Kirkby (Director of e-Learning).

This meeting was quorate 7 Governors out of 9 were present. (Quorum is a minimum of 4 Governors)

In attendance: Wendy Palmby (Clerk)

Apologies: David Carter, Simon Peyton Jones, Kirsten Branigan, Shelley Lockwood

Welcome: The Chair extended his welcome to everyone

1. **Declaration of Pecuniary Interests:** None were declared.
2. **Register of Business Interests:** Andrew Kennedy and Simon Peyton Jones are employed by Microsoft.
3. **Minutes of the last meeting (27.11.2013):** These were agreed by all Governors and signed by the Chair as a true record
4. **Matters Arising:**
 - **New Terms of Reference:** Governors looked at the proposed new Terms of Reference that had been put together by the Chair with the Headteacher. All agreed these could now go to the Full Governing Body (FGB) meeting for ratification, with two minor adjustments.
Action: Clerk amend and add to the FGB agenda.
 - **Planned topics for future meetings:** It was suggested that a Head of Faculty or Subject be invited to one meeting to give brief update and that the Link Governor for that subject should also be invited.
 - **Collecting comments from Feedback books and Marking and Assessments:** This is ongoing and going well. It would be useful to take this information to the weekly meetings and also keep a digital store.
5. **Head of Design Technology (DT) Update:** Mr Dawson Head of DT, gave an account of how the subject was taught now and how he would like to make changes going forward. Governors asked questions about how this subject was taught and the about the different techniques used in DT to create different product designs. Mr Dawson explained that the different topics were all being brought together in an open day celebration later this year. Mr Dawson also talked about the use of tablets and how they were great for research in class. The tablets are also used for taking photographic evidence and filming end products. DT is working towards all students getting a minimum result of a 'C' and intervention will be used if necessary. There was a short discussion on what Chesterton offers in DT compared to other schools in the area and it was generally agreed that we were offering a comparable curriculum, but maybe Electronics would be a useful addition in the future. The Chair thanked Mr Dawson for his update.

6. **Head of Music Update:** Miss Langdale, Head of Music, gave an overview of the Music curriculum and circulated a copy of the KS3 curriculum. Miss Langdale then showed a short video on her tablet that had been taken in a Yr7 lesson that day, where the students were playing steel pans. Listening and writing are now part of the curriculum, which is helpful if the student goes on to GCSE.

The West Road concert is taking place on 27th March 2014. The aim is to build on concerts for next year and maybe have smaller tea concerts to help the students prepare for performing at larger events. Mrs Male who is also a Music teacher at Chesterton, is bringing together the Primary schools also to perform at the West Road event.

Governor Lucy Lewis, who has offered to be a Link Governor for Music, asked about the Extra Curricular activities in Music. These are advertised in the Music department, on daily bulletins and on the Chesterton website. Music clubs are well attended in general. The Ukulele and Ceilidh band clubs are new this year. The Yr7 and Yr8 choir has about 30 students and there is a pretty even mix of boys/girls.

There are approximately 26 students doing GCSE in Yr10 and in the long term the option of Music technology is being considered.

The Chair thanked Miss Langdale for her update.

7. **Admissions update:** Mr Purvis explained to Governors the changes to In Year Admissions, but that the Yr 6 Admission process is remaining the same.

The reasons for us doing our own In Year Admissions are as follows:

- We were not happy with the LAs decisions
- We can control and be responsible for our own admissions and have a tighter control of the numbers.
- The criteria we use has not changed and the process is much quicker.

8. **Spotlight Reports:** Spotlight reports in Science, Maths and English had been previously circulated to Governors. These were summarised by Mr Purvis.

The spotlights are done every year in every faculty. Trails are set and observed by colleagues, by prior arrangement. They are also part of the Appraisal Observation process. The data from these spotlights is collated and report is written. From this report an action plan is produced which is fed back to senior leaders. The Governors then asked questions and discussed the information contained in the individual spotlight reports.

Following on from the English report, setting students in Year 7 is now being considered. The new EAL policy came out of the English spotlight and this will be emailed to Governors for virtual approval before going to the FGB.

Action: Clerk to email policy to Governors

Following feedback from parents and students, the gender setting in Science has been changed and we are now reverting back to mixed classes.

Expected progress in Mathematics is good and we are hoping to invigorate the maths classrooms.

9. **Tablets update:** Mr Kirkby gave a short presentation and ran a short tablet video that had been taken in a Science lesson. He also produced some feedback from

staff on the tablets, which was very positive. The Parent survey results were also very positive.

Mr Brown proposed a new model for the tablet scheme. The aim is to give the free tablets to the Year 11s and start the payment scheme in Year 8. This will give tablets to 4 year groups one year quicker than planned. It will mean that the payments for Year 8s will be over 4 years instead of 3. It was suggested that this model be emailed to all Teaching and Learning Governors for virtual approval, before sending to the FGB. **Action:** Lucy Scott

10. **Date of next meeting:** Confirmed for Wednesday 19th March 2014

The meeting closed at 5.45pm