



MINUTES OF THE TEACHING AND LEARNING COMMITTEE – at 5.00pm 5 February 2018

Attending Governors:

Mrs Ahmed
Mrs Harris
Mr Wade (Principal)

Mr Clark
Ms Robson

Also present: Mrs A Rogers (Clerk) Mrs H Donnellan
Mr R Vaughan (Vice Principal) Mr R Madge (Assistant Principal)
Mr A Brooke (Assistant Principal)

1. **Apologies:** Mrs Wright

Absent: Mrs Mortimer-Ford, Mrs Baker.

Declaration of Business Interests.

None declared

ACTION

2. **Minutes of the Teaching and Learning Committee Meeting held on 17 October 2017 and Matters arising.**

Minutes of the meeting of 17 October 2017 were agreed as an accurate record of the meeting.

R Clark asked if S Wrights agenda item on budget setting had been added to the agenda. Confirmed as item 11 on the agenda.

R Clark asked if the data drop for the Sixth Form performance had happened. R Madge confirmed he had this report.

R Clark stated S Wright and H Gardener attended the MIG meeting. R Clark felt Mr Gardener had a handle of the assessments during the MIG meeting however he felt there is a risk of just focusing on that one thing. His constructive criticism would be that action points need to be addressed earlier.

C Ahmed and R Madge arrived at 5:17 pm

R Clark asked if the meeting with the Deputy Head of Uffculme had happened. A Woodward confirmed that it did take place. The feedback from over staffing in certain subjects was positive. This item will be discussed later in this meeting.

Item 9 Teaching and Learning update

R Clark pointed out that the effectiveness of feedback diminished over time and that computer based solutions are being used effectively in other Countries. C Wade stated the marking and feedback is currently under review, models are being trialled in a few areas of the school. The aim of this work is to provide guidance and share good practice whilst at the same time having enough flexibility to enable departments to develop and implement practice consistent with their own needs. An example is in English, QR codes are being trialled with a voice recording. A Woodward reminded colleagues that feedback needs to be worthwhile and meaningful. L Robson asked if students were consulted. A Brooke stated they were. Mr Keyte gave verbal feedback that was recorded and then student responded also.

3. **Action Sheet**

Item 1 Lead Learners

The Committee asked if R Peasland has been able to spend more time with middle of the road pupils and has she been working more with Pupil Premium students? R Vaughan confirmed that she had but by doing this it has lowered the entry level. R Peasland has also been working with year 11's under achievers. She is still working predominately with lead learners.

R Vaughan stated the following figures in regards to numbers of students in each year group from the Aspire group are classed as disadvantaged. Year 8: 5 disadvantaged from 26. Year 9: 7 disadvantaged from 31. Year 10: 6 disadvantaged from 34 and in year 11: 5 disadvantaged from 26.

R Vaughan stated that if the Academy wishes to push disadvantaged students then redirection is needed, but if it is focusing on the most able students then it is currently doing what it needs to.

R Madge stated the Academy wanted to come away from the gifted and talented label and celebrate the mind-set of being a lead learner and an independent learner. R Madge clarified R Peasland focuses one to one with each student to help them achieve the best grades.

Items 2 and 3 were agreed as being completed.

R Vaughan stated the Year 11 target grades come from the previous year's grades. Most schools are the in the same situation for approximately the next 3 years. For the current year 11 the FFT data predicts a negative measurement for some year 11's. There needs to be a more individual approach.

Item 4 Risk register.

None went down, two went up and the rest stayed the same. The Committee passed on thanks to J Hills.

Item 5 was agreed as completed.

Item 6 Exam Analysis

R Clark confirmed H Gardener did attend the MIG meeting in December 2017.

Item 7 Teaching and Learning update

A Brooke confirmed this had happened.

4. MATTERS ARISING.**Update from the ongoing review of the marking and feedback policy**

H Donnellan presented to the Committee feedback from a working party involved in a review of the assessment policy. The main points are outlined below:

The assessment policy needs to be more responsive and frequent. C Wade gave a brief that staff are free to explore different avenues but there must be one robust piece of assessment per half term, this must be detailed, personalised and evaluative. The working party wanted it to be noted that the PAR marking system works really well for SEN pupils. A draft document will be ready to be presented by Easter 2018

Staff are meeting each week having created a working group to discuss a new way forward. There is already a great deal of good practice assessment being done outside of PAR. Subject teams need to be thinking about how they assess and which method works best for their students to progress. All will be within a framework but will be bespoke to subject. The robust assessment also needs to be earlier than currently happens under PAR.

H Donnellan stated the current PAR marking takes a great deal of time, and contributes to the

delay in feedback to the student. A Brooke stated to the Committee that different ways of marking and assessing will be used. PAR is predominately written and this does not suit all subjects. The half termly robust assessment though will still be written. L Robson requested more information be brought back to the committee as to how parents will be involved. C Wade stated there must be accountability and results within the flexibility to choose a way of assessing and marking.

H Donnellan left the meeting at 6:02

5. Teaching and Learning update

Top Gear

Every fortnight all staff meet under the umbrella 'Top Gear'. A member of staff shares successful techniques/strategies they have deployed. The presentation is recorded and is proving to be a fresh way of thinking and sharing information.

Leadership Programme

ALP- Invited staff who are interested in progressing to attend a series of six lectures and seminars. Six were chosen and it will run over the course of the year. Selection was based on application and their chosen project, not necessarily to fit into the Academy's succession plan. It is early days but feedback so far is positive

R Clark asked the question, what happened to the seven staff who didn't get places? A Brooke replied stating there was a self-review, they now have a separate programme to support their leadership and they can apply again next year. External courses are very expensive so its hope that this programme will help staff to develop.

Growth Mind-Set

A Brooke invited the Committee to attend the seminar to be held on 9 February 2018. All teaching staff are attending this. In September it is hoped that the Academy will become a Growth Mind-Set School.

H Grace has resigned and will finish at the end of the Summer Term. Before she leaves a three-year strategy will be put in place and it is hoped this will be completed by Easter 2018.

6. Ofsted

A Brooke stated the one thing to really work on would be stretching all our students. This will be incorporated into the Growth Mind-set Strategy.

A Brooke left the meeting 6.26

7. ICT Team Review

R Vaughan wanted to slim reviews down and make them more responsive.

R Vaughan noted that Teacher Portfolios were not being particularly used. ICT as a department are not good at identifying particular needs of students. There was a one size fits all approach. Students were generally positive about the subject. The subject operates differently due to the nature of it being IT based. Students feedback that they would also like a folder or a notebook to go alongside to enable them to better revise and prepare for exams and assessments. Formal assessments have been quite light in the past.

Since R Vaughan did the review the team have been given feedback. The predictions have been brought down to a more realistic expectation. B Coldicott has been doing work to close some of the gaps and produce accurate assessment data. Notebooks have been given to all students.

The Committee developed this discussion further asking about accountability.

C Wade stated that if Middle Leader Staff answered honestly they would say they need to be better at holding staff to account. C Wade stated he has offered help and support to those who need to find time to do this. Some staff have already taken up this offer of help.

L Robson asked the question do the Middle Leaders appraise the staff. C Wade stated that this question needs to be discussed in more detail and will look to add to appraisal.

CW

R Vaughan is currently in the process of carrying out a Science review and will feedback at the next meeting

RV

8. OFSTED FEEDBACK

C Wade reported to the committee that there were no surprises with feedback from the Ofsted Inspectors the team were open with R Vaughan and C Wade.

The key points that need to be looked at are especially in regard to challenging all our students in every lesson. Low level disruption is an issue that staff need to deal with. There is support available to staff and the behaviour policy is currently being discussed at SLT to try and help staff manage. Support plans are in place to help staff.

R Madge is developing a strategy to bring to the full board in response to Ofsted's report of Stretch and Challenge within the Sixth Form.

RM

More work is needed within the Sixth Form. C Wade and R Madge have been meeting to discuss the points raised in the Ofsted report. R Madge stated that generally, the Academy's Sixth Form is academic not vocational. L Robson stated we need clear direction that starts within KS4.

R Clark brought to the committee that introducing the Sixth Form to year 10 may be a positive way forward.

C Wade and R Madge are going to be doing some work with Kings of Wessex. To help develop a way forward.

S Harris left the meeting at 7.00 pm

9. Budget setting and Curriculum

There is a small year 11 group leaving this year. C Wade opened up discussion about possibly increasing the amount of PPA time for English, Maths and Science. There is also the possibility of reducing the subject options the Academy offers to students.

L Robson asked if robust action was being taken in regards to MFL. C Wade stated actions had been taken in regards to two members of staff.

There is an increase in funding from next year and the same again in 2019, it will be bigger again in 2020.

C Wade is looking at staffing now with R Vaughan. L Robson brought the idea forward that we need to seriously look at improving our staffing now. How can the Committee assist the Staff to address this C Wade brought to the Committee that one option is to over staff. This needs to be further discussed.

CW

10. Provider access policy

R Madge brought to the committee a policy that we should have already published. What does the Academy currently provide to ensure the students get independent advice?

This document needs the Governors approval. This will be taken to the full board to be approved.

LR

11. Risk Register.

Changes that were requested at the last meeting were put on the risk register. It is being discussed at the next SLT meeting. This item will be discussed in more detail at the next meeting.

CW

12. DATE OF NEXT MEETING - Tuesday 22 May 5.00pm

Meeting closed at 7.30 pm