

**Full Governing Body Meeting
Tuesday 21st May 2019 at 5.00pm
Robertsbridge Community College**

Present	Initials	Attendance
Alison Ambrose	AA	✓
Ruth Ashenden	RA	Resigned
Jenny Barrett	JB	✓
Jane Corin	JC	✓
Peter Davies	PD	✓
Vanessa Everett	VE	✓
Stephen King	SK	✓
Karen Marr (Chair)	KM	✓
Keith May	KMy	Apologies
Kathy Robinson	KR	Apologies
Jess Wilks	JW	✓
Zak Vice (Headteacher)	ZV	✓
In attendance		
Sally Welch, Clerk to Governors	SW	Apologies

		Action
1.	<u>Welcome and Apologies</u>	
1.1	KM opened the meeting and welcomed all present.	
1.2	Apologies were accepted from KR and KMy. Apologies were also received from SW who was unwell. VE volunteered to take the minutes.	
1.3	KM reported that she had received the resignation of RA as staff Governor. She is a part-time member of staff and meetings often did not coincide with the days she is in school.	
2.	<u>Declarations of Interest</u>	
2.1	There were no declared interests relating to the business of this meeting.	
3.	<u>Any Urgent Business</u>	
3.1	None.	
4.	<u>Minutes of Previous Meeting – 30th April 2019</u> <i>A copy of the draft Minutes was circulated with the agenda.</i>	
4.1	The Minutes were agreed as a true record of the meeting and signed by the Chair.	
4.2	<u>Matters Arising</u>	
4.2.1	<u>Minute 9.1 Safeguarding.</u> This was discussed under Item 8 below.	
5.	<u>Teaching and Learning Changes and Vision for the Future</u>	
5.1	<u>Teaching and Learning</u>	
5.1.1	ZV outlined the major changes he had introduced in teaching and learning across the College. This was an ongoing programme that would be implemented in a slow process of change over several years. The goal is to increase learner independence and engagement in learning. This will require teachers to embrace a new methodology.	
5.1.2	Teachers will be required to develop their high order questioning skills, change their assessment practice and provide “real-time feedback” rather than post – lesson marking, and fully understand the Scheme of Work. Subject leaders will also be required to develop their skills as coaching and mentoring staff.	

5.1.3	The phased approach will begin with a teaching and learning conference. Implementation will begin with the introduction of high order questioning. The first term and a half will be an initial phase ending with a training session to embed these skills by the end of the first year.	L to contact JB and JW to arrange
5.1.4	Governors asked how they should monitor these changes. Headteacher replied that this should be done through a series of learning walks and talking to a focus group about their experiences. The first visit should take place in July to act as a baseline benchmark, then another in October to look for “green shoots” of the new methodology and then a further visit in February.	
5.1.5	Governors asked whether the true measure of success is in pupil progress. Headteacher responded that this was by measuring the progress of each child and the key driver of the changes was for teaching to address the needs of each child.	
5.2	Curriculum changes	HT
5.2.1	Headteacher said he felt the current curriculum model needed to change. There is a need to ensure that knowledge is thoroughly embedded during KS3 and this is not possible in a 2-year KS3. He also felt that students are restricting their curriculum too early and that the KS4 curriculum is too narrow. He proposes a 3-year KS3 and an additional KS4 option block from September 2020.	
5.2.2	Governors asked whether subject leaders had the necessary skills to meet these challenges. Headteacher said that he wants teachers to teach for the love of their subject. The necessary resources to support the changes are available on PIXL but they need to be mapped out to make a coherent curriculum for RCC.	
5.2.3	Governors asked how this links to the current strategic plan. Headteacher said the plan would be reviewed in July this year. Some of the current priorities may well be set aside and others progressed. Governors will need to agree these new priorities with Headteacher and the SLT.	
5.2.4	There was discussion about data capture. Headteacher confirmed that data on pupil progress would be captured less frequently – probably twice a year - but that additional time would be given to more parents’ evenings, more careers events and more CPD.	
5.2.5	Headteacher said that the College needs to look at disadvantaged students in a wider context than those labelled PP and SEN as the college has a wider cohort of students who have learning difficulties but do not fall into these categories. All these students as well as students who are coasting will benefit from the new methodology.	
5.2.6	Governors asked how these changes will be communicated to parents. It was agreed that although the process will be a gradual one, parents need to understand the bigger picture and the vision behind it. Headteacher agreed to meet with parents	
5.3	Changes to the school day	
5.3.1	Headteacher is planning to reduce the number of lessons per day from 6 to 5 and increase the length of the morning and lunchtime breaks This will allow more break time classes.	
6	Behaviour Management	
6.1	A new protocol is in place and Headteacher reported that the detention system has been dropped. Instead class teachers could call back students for a discussion. This has resulted in fewer call outs to senior staff, fewer emails complaining about children and has had very positive feedback from parents. Behaviour is now managed using Class Charts software which is accessible to parents in real time.	
6.2	Governors asked how Year 7 are responding to the new system. Headteacher reported that most students have now settled into the College but there remains a core of challenging students. It should be noted, however, that attendance, in Year 7, was very good indeed. He intended to restructure the pastoral responsibilities in the school to have a pastoral leader devoted to Year 7 and one for each of the other two year groups.	

6.3	Governors asked how supply staff are managing the new system. Headteacher said it was important for students to accept that the adults were in charge and that ALL staff can use the call back system.	
7. 7.1	<u>School Structure for the Future</u> Confidential Minute.	
8. 8.1	<u>Governor Monitoring</u> The following changes were agreed : <ul style="list-style-type: none"> ➤ VE and AA to monitor outcomes ➤ KMy to be Safeguarding Link Governor plus Health & Safety ➤ PD e-safety plus continue to monitor Leadership and Management with KM ➤ JW, JB & KR Teaching and learning including disadvantaged (SEND & PP) ➤ SK & JC Behaviour ➤ JC MHEW ➤ SK Careers 	
8.2	MHEW Link Governor asked for a 2-minute slot at the start of the next meeting.	
8.3	SK and JC had done a monitoring visit and reported that attendance was good and continued to improve. Persistent absence (PA) has also gone down. In addition, there were fewer staff absences. Headteacher reported that staffing is now much more stable and that teachers on maternity leave were now beginning to return.	
9. 9.1	<u>Safeguarding</u> Headteacher reported that following a fall, the disabled parking bay has now been moved to a flatter piece of ground.	
10. 10.1	<u>GDPR</u> Headteacher advised Governors there are no GDPR breaches to report. The College has retained Roger Simmonds as external Data Protection Officer.	
11.	<u>Meeting Review</u> KMa considered that there has been challenging questions and good conversations in this meeting and the Governors were supportive of the proposed changes.	
12. 12.1 12.2 12.3	<u>Any Other Business</u> Headteacher reported that the Exam Inspector has visited the school and was impressed with the procedures and the venue. He had made 2 minor comments relating to storage and recording and these had now been acted on. Headteacher reported that GCSE moderation had gone well and the results in Dance practical were very good. The Year 11 Prom will be on 25 June, the school has paid for one pupil to attend who otherwise would not have been able to do so.	
13. 13.1	<u>Date and time of next meeting</u> Tuesday 25 th June 2019 at 5.00pm.	
	<i>Meeting closed at 7.05pm.</i>	

