

Minutes of the Teaching & Learning Committee of The Wey Valley School for the meeting held on Monday 3rd October 2016

Present: Margaret Eaglestone, Lesley Mellor, Di Day, Sarah-Jayne Garman, Kelly Bush (from item 4), Julie Harris (from item 6)

In Attendance: Rob Cole, Paul Norman, Steve Dyer (items 1 to 5), Andrew Wilson (items 1 to 7), Marie Claridge (from item 5)

1. Apologies

Apologies received from Sara Adams.

2. Declaration of interest

There were no declarations of interests to declare at the meeting.

3. Election / appointment of Vice Chair of Committee

Mrs Eaglestone nominated Mrs Mellor as Vice Chair of Committee. This was seconded by Mrs Day.

4. Minutes and Matters arising from the Teaching & Learning Committee meeting held on Monday 13th June 2016.

Mrs Garman noted under item 10 that the T&L Committee meeting date should read 3rd October and not 5th October.

Matters Arising

Mrs Day asked if analysis could be presented from the MFL GCSE predictions from the June meeting against actual results. Mr Norman confirmed that these will be analysed and presented.

Mr Cole provided an update on correspondence with DCC on the MFL roof and that the school's focus for the next round of Condition Improvement Fund bids will be the MFL roof and Science boilers.

Mrs Day asked for an update on surveys in schools. Mr Norman confirmed that the Year 11 survey is ready for review, the staff and parent surveys are ready to go but in light of the recent Ofsted surveys, to hold these until later this term.

ACTION: Mr Norman to present the Year 11 survey results at the next Full Governing Body meeting.

Mrs Mellor asked if there have been any developments with Alternative Provision. Mr Wilson confirmed no further news to report.

The action points were reviewed and noted from the meeting.

5. Pupil Premium update

Mrs Eaglestone welcomed Mr Dyer to the meeting.

Mrs Eaglestone noted the statistical analysis on page 3 of the report and suggested changes with 3 levels progress included in the measures and to lose 'expected' within the English and Maths columns. These proposals were accepted by the Committee.

Mr Dyer noted the Pupil Premium report, which is provisionally on the school website, was presented and welcomed by the Ofsted team and commented on the various strategies across English and Maths for each year group.

Mr Dyer added that he has fortnightly meetings with the Heads of Year 10 and 11 with a focus on Pupil Premium attendance. Mr Dyer also added that at each data snapshot, Heads of Department receive PP analysis with actions and impact as a follow up.

Mr Dyer referred governors to the PP Summer 2 snapshot data and the current attendance gaps in year groups between pupil premium and non-pupil premium students – Year 11 gap of 4.5%, Year 10 gap of 14.5%, Year 9 gap of 5.4%. Mr Wilson noted the attendance and PP strategies in place to address the Year 10 gap (now current Year 11 students) with free breakfasts and the minibus support with early morning pick-ups.

Mrs Day questioned the impact and measuring of these strategies and the decisions on priorities and funding. Mr Dyer noted the challenge of measuring the number of initiatives and how they all provide varying degrees of support on a pastoral and academic basis.

Mr Dyer added that the school has reviewed PP spending with a greater focus on academic support in English and maths but equally a sharpening focus on attendance in light of last year's PP attendance in Year 10.

Mrs Garman asked if pupil premium students have received a survey to evaluate their support. Mr Dyer confirmed that Anna Hines (Progress Mentor last year) met with many PP students for interviews and feedback and this support will continue this year with interviews expected this Friday for the new position of Progress Mentor.

Mrs Mellor asked if there were any updates towards pupil premium from Dorset Family Matters (DFM). Mr Wilson suggested that the Chesil Partnership may be able to inform the school on this as well as recent developments on grant bids via DFM.

Mrs Eaglestone thanked Mr Dyer for the Pupil Premium update.

6. Committee Terms of Reference

Mrs Eaglestone referred governors to the Terms of Reference within the agenda pack and noted the Headteacher should read Principal in items 9 and 10.

Mrs Eaglestone noted that in light of the attendance report coming to this committee, item 11 of the terms of reference should now read 'To review and monitor all matters relating to attendance, pastoral care, discipline and the management of students' behaviour'.

Mr Wilson added that Alternative Provision (Compass Centre, Dorchester Learning Centre) requires governor review and suggested that item 4 of the terms of reference should read 'to monitor the School Curriculum including Alternative Provision)

ACTION – The revisions to the Teaching and Learning Committee Terms of Reference to be recommended to the Full Governing Body.

7. Attendance and exclusion analysis

Mr Wilson circulated school and RAISEonLine analysis to governors.

Mr Wilson reported on the 2015/16 academic year attendance with analysis of persistent absence and absence as a % of sessions across various student groups.

Mr Wilson noted the intervention target 3 focus with tutors with a focus on students with attendance below 95%. Mr Wilson added that his regular meetings with Heads of Year review progress and impact of this intervention. Mr Wilson added that intervention with student attendance below 85% is proving a challenge, but the introduction of the school minibuss pickups and the free breakfasts is starting to improve student attendance. Mr Cole added that the free breakfast allowance, directed at 68 pupil premium students in May, saw 33 (49%) of these students improve their attendance in the second half of the Summer term. Further reviews will take place with these students this year.

Mr Wilson confirmed that staff are using VIVOs (Rewards) for 100% attendance as well as for students showing significant improvement with their attendance.

Mr Wilson also confirmed that the school receives support from Mrs Thrower from the Chesil Office with attendance issues.

Mrs Garman questioned if there was any support or guidance for parents. Mr Wilson confirmed that attendance information does go to parents from the Chesil Partnership and will seek a copy for governors.

ACTION – Attendance information from Chesil to be circulated to the Teaching and Learning Committee.

Mrs Day asked if the legal support from Dorset County Council had improved. Mr Wilson confirmed that the legal support has improved this term.

ACTION – A further review on attendance at the Spring (January) Teaching and Learning Committee meeting.

Mr Wilson noted the exclusion data on the analysis and that the national average is 3.8%. Mr Wilson noted that the school's number of exclusions increased last year but had dropped from May 2016 due to changes in strategies with internal exclusions.

Mr Wilson added that there were greater benefits and deterrents to internal exclusion for the students, but the school has to staff this support during the school day.

Mrs Garman asked if an electronic copy of the attendance and exclusion data can be emailed to governors.

ACTION - An electronic copy of the attendance and exclusion data to be emailed to governors.

Mrs Eaglestone thanked Mr Wilson for the update on attendance and exclusions.

8. Learning Charter

Mr Wilson referred governors to the Learning Charter in the agenda pack and that the Charter is displayed in all classrooms in the school. Mr Wilson added that the Charter will be audited by the School Council and tutor groups by January 2017.

Mrs Eaglestone commended the clear wording of the Charter and that all classrooms have this as a reference point.

Mr Wilson added that the school's Co-operative values are included in the school planner.

Mrs Day asked if new Year 7 students have taken ownership of the Charter. Mr Bush added if staff have bought into the Learning Charter and enforcing it in classrooms. Mr Wilson welcomed both points as part of the audit review by January.

9. Future Department presentations

Mr Norman noted the Quality Assurance programme for Department reviews and suggested that the Committee receives a report during the following half term after the Department review.

It was agreed that the Teaching and Learning Committee receives reports on:

- Humanities – 14th November 2016
- PE – 23rd January 2017
- Maths – 6th March 2017
- English – 8th May 2017
- Science – 12th June
- D&T and MFL – first meeting in 2017/18 academic year, depending on 12th June T&L agenda

10. Any other business

Mr Norman confirmed the MFL GCSE results as per the query by Mrs Day earlier in the meeting.

Mr Norman confirmed French A* to C at 19% (47% predicted), German A* to C at 27% (55%) and Spanish at 27% (41%). Mr Norman noted the Department GSCE review meeting and issues surrounding the listening papers.

Action Points from the meeting

Action Point	Description	Person Responsible	Timescale
1.	Mr Norman to present the Year 11 survey results at the next Full Governing Body meeting	Mr Norman	17 th October 2016
2.	The revisions to the Teaching and Learning Committee Terms of Reference to be recommended to the Full Governing Body	Mrs Eaglestone	17 th October 2016
3.	Attendance information from Chesil to be circulated to the Teaching and Learning Committee	Mr Wilson	23 rd January 2016
4.	A further review on attendance at the Spring (January) Teaching and Learning Committee meeting	Mr Wilson	23 rd January 2016
5.	An electronic copy of the attendance and exclusion data to be emailed to governors.	Mr Cole	10 th October 2016