

# Colyton Grammar School

## Minutes of the Admissions, Learning and Standards Committee – Part One

Date of Meeting: Wednesday 10 June 2015

Venue: Headteacher's Office

### Present:

Governors	Mrs S Burns-Price, Mr G Davis, Lt Col T J Dyer, Mr A Eaton-Hart, Mr P Evans, Mrs S Hopkins, Mrs L Linnell, Mr R Scott and Mrs V Wells
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Staff	Mr A Gregson and Mrs J Wainwright
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Visitors	None
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Secretary	Mr S Cook
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### 1. Disclosure of Interest

There were no disclosures of interest.

### 2. Apologies

Apologies were received from Dr C Bastin and Rev H Dawson.

### 3. Approval of Minutes of Meeting held on 11 March 2015

These were approved and signed.

### 4. Matters Arising

There were no matters arising.

### 5. Development Plan for 2015/16

Mrs Wainwright distributed an outline of the proposed School Development Plan for 2015/16, which is currently under construction. She highlighted the following issues of relevance to the Admissions, Learning and Standards Committee:

- The same general headings for key areas of development have been maintained
- The focus is on the core business of teaching and learning, including the impact of new specifications at GCSE and A Level, assessment and reporting and the effective use of curriculum time
- Continued work on Evidence-Based Teaching, "Quality in the Classroom" and cross-curricular themes (safeguarding and resilience, numeracy, literacy, developing the school community through the House and Tutorial systems)
- Keys areas related to professional development
- Admissions – including a review of the new arrangements for 2015 and plans for the following year

Mr Cook also outlined the main proposals under the Resources section.

### 6. Extended Project Update

Mr Gregson briefed the Committee on, focusing on the following issues:

- The implementation of the advice from AQA following last year's review which has resulted in fewer artefact based projects. He confirmed that neither the Stage One or Stage Two appeals had led to any changes in outcomes. This year's selection of work has already been submitted.
- The decision to move to WJEC for the Extended Project (EP) qualification for 2016 onwards. This has already resulted in a high level of support and involvement from WJEC.
- There has been a reduction in the number of EP supervisors from 21 to 12.

- In the longer term, consideration is being given to an increase in the curriculum time available for the Extended Project by dropping the A2 General Studies in Y12 in 2016/17, and moving the completion deadline for the project to Year 12.

In response to Mr Eaton-Hart, Mr Gregson outlined the nature of artefact projects, which in the past have been encouraged by AQA. There are also issues relating to assessing the research involved and to the increased workload for students.

In response to Lt Col Dyer, Mr Gregson explained that students currently take AS General Studies in Year 11, followed by the A2 in Year 12. The proposal is to use the Year 12 A2 General Studies timetabled time for the Extended Project.

Again in response to Lt Col Dyer, Mr Evans explained that there is decreasing variation between boards in terms of what is offered. The experience with the Extended Project has possibly dented confidence with AQA's assessment systems which may lead other departments to consider changing. Departments tend to select qualifications on solid curriculum grounds, particularly in the light of the major changes to examinations.

#### **7. SEND Arrangements for 11+**

Mr Evans drew the attention of the Committee to the revised Admissions Arrangements for Entry in 2016/17 which had been circulated prior to the meeting, noting the change to the arrangements for SEND students. Currently students with a Statement or Education Health and Care Plan at the time of the test are offered an additional 20% time. The new arrangements with CEM for testing for the 2016 entry are based on an additional 25%, and the revised policy reflects this.

In response to Lt Col Dyer, Mr Evans confirmed that all three conditions relating to the SEND provision for additional time have to be met, and this is consistent with the requirements in public examinations.

Proposed by Mrs Hopkins, seconded by Mrs Burns-Price and unanimously agreed that the revised Admissions Arrangements for Entry in 2016/17 should be approved.

#### **8. Supported Department Self Review Report**

Mr Evans drew the attention of the Committee to the Supported Department Self Review report for Psychology which had been circulated prior to the meeting. He focused on the following issues:

- The very positive feedback from students on current provision
- The challenge of providing appropriate resources for the new specifications, particularly where new elements are introduced to the syllabus

In response to Mrs Linnell, Mr Evans explained that the use of textbooks varies across departments. In Psychology, the focus on case studies makes use of textbook appropriate. Mr Davis indicated that Maths textbooks are used a great deal at A Level, but very little in earlier years. He outlined the use of e-books and other electronic resources.

In response to Mrs Burns-Price, Mr Evans explained that it is not an option to ask 6<sup>th</sup> form students to purchase their own books.

#### **9. Policies for Review**

Proposed by Mrs Linnell, seconded by Lt Col Dyer and unanimously agreed that the following policies which had been circulated prior to the meeting should be approved, subject to the changes noted below:

##### **(a) Careers Education and Guidance**

It was agreed to change the title to Careers Education, Advice and Guidance.

##### **(b) Child Protection Policy and Procedures**

Mrs Wainwright outlined the reasons for a major re-write of this policy to include the full range of information contained within the Devon model policy.

A number of minor typographical corrections were identified.

Mr Evans confirmed that there are very few occasions on which students are excluded.

It was agreed that the new policy should be published now, but that a number of identified roles would need to be updated in September due to staff changes.

In response to Lt Col Dyer, Mr Evans and Mrs Linnell confirmed that serious consideration is given to anonymous complaints and these are investigated as far as is possible.

(c) Curriculum Policy and Statement

The reference to a review of the implications of the possible changes to government policy to make the English Baccalaureate compulsory was noted.

The dropping of the A2 General Studies in Year 12 had already been discussed in Item 6. In response to Mrs Wells, Mr Evans confirmed that students will continue to take AS qualifications in Critical Thinking and General Studies in Year 11.

Again in response to Mrs Wells, Mr Gregson confirmed that changing to the WJEC board for the Extended Project does not affect the award of the AQA Bacc qualification.

(d) Educational Visits

Two minor changes were noted, relating to the replacement of CRB with DBS, and updating references to Curriculum Team Leaders (CTLs).

(e) Evaluation and Review

A number of minor typographical corrections were identified.

(f) SEND School Information Report

## 10. Approval of Residential Activities

Proposed by Mr Eaton-Hart, seconded by Mrs Hopkins and unanimously agreed that the following residential activities should be approved:

<i>Activity</i>	<i>Date</i>	<i>Teacher In Charge</i>	<i>Students Involved</i>	<i>Destination</i>	<i>Cost</i>
Biology Field Trip to Millport Marine Research Station	15-18 July 2016	Mr M Smith	Y12 Biologists	Isle of Cumbrae	£273 (£340 less Bradbeer Bursary of £67)
Ski Trip 2017	1-8 April 2017	Mr J Robinson	Various	Les Menuires, France	£1,205

## 11. Any Other Business

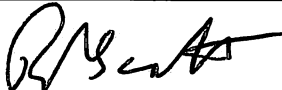
(a) Draft Numeracy Policy

Mr Scott drew attention to the draft Numeracy Policy which had been circulated prior to the meeting. It was noted that references to numeracy, maths and mathematical need to following standard rules for upper and lower case uses. In response to Lt Col Dyer, Mr Evans outlined the requirement for a number of cross-curricular themes such as literacy, numeracy and ICT. The final policy will be submitted for approval at the next meeting.

There was no other business.

**12. Next Meeting**

To be confirmed.

Signed:		(Chairman of Committee)
Date:	4.11.2015.	