

Education Committee Meeting
Wednesday 1st November 2017 6.30pm
Minutes

Attendees:	Apologies	Secretary:
Rev H Dawson		Mrs S Smith
Mrs V Wells		
Mrs S Burns-Price		Visitors:
Mr I Griffin		Mrs L Fitzhenry
Mr T Harris		Mr A Gregson
Mr R Lewis		
Mrs L Linnell		
Mr B Sindall		
Lt Col T Dyer		
Mr B Merrett (*see below)		

	Item	Challenges:	Actions/ Decisions:
	<ul style="list-style-type: none"> Mr Merrett emailed on 31/10/17 to ask to attend this meeting via teleconference. Due to technological difficulties this was unable to happen. 		
1	Minutes of last meeting were agreed and signed.		
2	<p>Election of Chair/Vice Chair</p> <p>Rev H Dawson offered to stand as Chair. No other nominations were received.</p> <p>Mr I Griffin offered to stand as Vice Chair. No other nominations were received.</p>		<p>Unanimously agreed to appoint Rev H Dawson as Chair.</p> <p>Unanimously agreed to appoint Mr I Griffin as Vice Chair.</p>
3	<p>SEND Report</p> <p>Mrs L Fitzhenry outlined the main points of the report circulated prior to the meeting:</p> <p>Two main achievements over last year:</p> <ul style="list-style-type: none"> “ SEN Handbook, clearly detailing responsibilities, school’s offer etc. How our approach to access arrangements has changed and is already having an impact. <p>Trained member of staff as Access Officer has had measurable positive impact and good feedback received from parents.</p>	<p>Is the positive feedback from parents readily accessible, ie for Ofsted?</p>	

	<p>Anonymised case studies and supportive evidence available and ready for Ofsted inspection.</p> <p>Priorities for the future: Devon Assessment Framework (DAF/CAF) document produced to potentially lead on to an EHCP. Priority is to fully understand this system to see whether it could apply to a CGS student and how it may be beneficial. Uniformity of approach across the school and consistency. Torquay model – assessment of all Yr 7's to see if any qualify for extra time in exams – might be worth exploring the merits of a similar bulk assessment at this early stage. It was stated that SEN reporting is a non-negotiable basic, this becomes part of performance management issue if not being done and would therefore be appropriately handled by line manager.</p>	<p>This would provide early evidence for support ahead of more pressured time at A levels. Would also possibly throw up other evidence useful in alternative ways?</p> <p>Staff engagement? SEN reports not being completed in a timely fashion.</p>	
DECISION			
4	<p>Interim Report on Admissions Round Please refer to the document circulated at the meeting and included with these minutes.</p>		
5	<p>Review Admissions Arrangements 2018-19 Please refer to the document circulated prior to the meeting.</p>		<p>Agreed with the one amendment, mid-year test will only be offered when there are places available.</p>
6	<p>Set Admissions Limits for Yrs 7 and 12 155 yr 7/30 yr 12</p> <p>50 points currently needed for Yr 12, discussion was held over the reasons behind setting this requirement at an initially fairly low level.</p>	<p>Impact of Axe Valley 6th form closure? Loss of yr 12 students due to curriculum?</p> <p>Moving forward a limit of 54 points may be considered.</p> <p>Minute point from last meeting for Dr Bastin to set up apt with Philip Evans/Mr Harris?</p>	<p>Action 1. Meeting between Mr Harris/Philip Evans to be arranged. 2. SLT Explore and recommend to the next Education Committee appropriate points</p>

			level for subsequent Year 12
7	<p>Approve arrangements for Headteacher Performance Management Review</p> <p>It was stated that this review would be to look at process rather than event. It is part of an ongoing conversation throughout the academic year and further visits are planned with Alison Bruton's school. Meetings will be held between school/Alison Bruton/members of the Board to be arranged.</p>		<p>Action</p> <p>Review at the end of the cycle whether the additional visit aids monitoring of progress to targets.</p>
DISCUSSION			
8	<p>Plan Focus Evening/Curriculum Presentations for the year</p> <p>Discussion was held over potential subjects and the value of Heads of Department presenting to Trustees versus Trustees reporting back to Board. Ongoing discussion to be carried forward.</p>		<p>Mr Harris and Mr Sindall to continue to discuss this area and plan appropriately.</p> <p>Action</p> <p>Chair of Trustees to present a discussion paper for discussion at the next Board meeting</p>
9	<p>Review SLT targets for previous year and set targets for current year</p> <p>This to be considered by SLT rather than Trustees.</p>		
10	<p>Analysis of 2017 examination results</p> <p>Mr Harris referred to the KPI document circulated ahead of the meeting. Some areas of under-performance have been identified and steps have been taken to address them.</p> <p>It was discussed that the default is for students to study 3 A Levels, with the possibility of taking a fourth. Mr Harris stated that it is easier to drop an A Level subject than it used to be as the new linear exams are already in place. This will remove a possible area of stress highlighted due to a serious pastoral event that was discussed last summer.</p>	<p>From Trustee point of view it would be valuable to have a summary report on what the data is indicating, rather than the actual data itself. This would enable Trustees to focus on the issues at hand.</p>	<p>Action</p> <p>The report on Developing Challenge and Assessment for Challenge will incorporate information about target setting and evidencing progress.</p>

	<p>Departments that are achieving well would benefit from Trustee feedback recognising their achievements.</p> <p>The Chair thanked Mr Harris for an in-depth report and recognised the good results achieved so far.</p>		<p>Action</p> <p>Mr Harris to advise Trustees on letters to be written to which departments in recognition of good results.</p>
INFORMATION			
11	<p>Assessment and Feedback</p> <p>It was agreed that this would form a fundamental item for the next meeting as "Assessment and Challenge."</p>		Carried forward to next meeting.
12	<p>Safeguarding</p> <p>Rev Dawson reported that the meetings with the Safeguarding Lead and the SCR are both up to date.</p>		"
13	<p>Performance Management Report</p> <p>It was agreed that this would be discussed at the next meeting.</p>		Carried forward to next meeting.
14	Meeting Closed 8.45pm		

Signed:	<i>Hilary Dawson</i>	Chair of Committee
Date:	<i>17.1.18</i>	