

ST BARTHOLOMEW'S SCHOOL
MINUTES OF THE MEETING OF THE GOVERNORS'
TEACHING AND LEARNING COMMITTEE
Tuesday 13 May 2008, 7pm at Digby Croft

Present:	Ian Campbell	Chair of Governors (Acting Chair)
	Stuart Robinson	Headteacher
	Peter Norman	Parent Governor
	Christina Haddrell	Associate Headteacher
In attendance:	Jeremy Sharpe	Assistant Headteacher
	Jeanette Clifford	Observer
	Ian Ward	Observer
	Sharon Glover	Clerk

ACTION

01. **Apologies**

Apologies were received and accepted from Mrs Landeg.

02. **Faculty SEF, Section 3 and 5 and draft Team Development Plans**

The HOFs attended the meeting to participate in a questions and answers session: Mrs Nichol (English), Mr Norris (Humanities), Mr Wade (Science), Mr McGall (General Education) and Mrs Wood (Modern Foreign Languages).

a) The Governors questioned whether the new syllabus would create more work for staff.

Mrs Nichol felt that it would depend upon team work. Everyone would need to be clear about what was expected. The English department are taking the opportunity to use the exercise to improve upon existing Schemes of Work for year 7 to make them more fit for purpose

Mr Norris advised that the exam boards are being more helpful in providing outline Schemes of Work which have been piloted around the schools.

Mr Wade advised that the KS3 curriculum is changing quite significantly with big developments in how it is taught. It is moving away from content and more towards process. At KS5, Psychology is most affected in that it is becoming more of a Science and Chemistry is moving to ISAs.

Mr McGall reported that the PE department had recently worked on their Schemes of work and with the new curriculum would have to re-do this work. Assessment of Schemes of Work is a priority and all members of the team have been allocated a task. He highlighted that consideration also needs to be given to the curriculum during the building works.

Mrs Wood advised that the MFL department were well on track for the new year 7 requirements. Work has taken place on skills teaching rather than topic teaching for the past three years and the department is already delivering the requirement for September. There will be no coursework at A2 level, which constitutes the biggest change in the Sixth Form curriculum.

b) Mr Campbell asked about the cost implications of new books for the new curriculum.

Mrs Wood replied that money had been set aside and books would be allocated in response to need. There is an issue about what to do with the old books, as many will be obsolete. There is also a storage issue for the new building.

c) Mr Robinson asked the staff their opinion of the SEF.

Mrs Wood confirmed that she found it extremely useful as a reminder of what needs to be done and for reflecting on what had already been achieved.

Mr Wade highlighted frustration at the timing of data available from outside bodies for use in the SEF. Mr Sharpe advised that Raise On Line has improved this year. KS5 data (ALPS) will be available in September; KS4 data at the end of the autumn term and KS3 data at the spring term half-term. He suggested that the best way to approach the SEF was in these three stages. He also explained that it is possible to use Raise On Line in more depth and that experimental exercises were taking place in what data to look at and how to use it.

d) Mr Norman asked how the introduction to Triple Science was viewed.

Mr Wade confirmed that there were concerns at this early stage of the process. However, more would be known at the end of the three years. The indication from the year 9 results was good with A* and Bs. The Additional Science, which we move into next year, is more challenging than the Core Science.

Mr Norman asked if KS3 was still a concern. Mr Wade replied that the department were quite pleased with last year's results and that the year 8 results were good. The new courses are skills based, rather than content based, and students will take longer to acquire skills.

e) In response to a question about the success of Spanish, Mrs Wood advised that positive opting in at the end of year 7 will affect the results in year 11, as the average student taking Spanish is more able than the average student taking French or German. Possible reasons for the popularity of Spanish could be the popularity of Spain as a holiday destination and the fact it is seen to be a useful language. This situation is reflected nationally.

f) Mr Campbell asked for clarification of the current criticisms over SATs and the accusation that teachers teach to the exam. Mr Wade advised that teachers tend to look at areas which relate directly to exams rather than taking the wider picture into account. At some schools fun things are put on hold until SATs are finished. Mr Robinson confirmed that St Bart's offers a breadth of subjects at all times, as does the primary feeder schools.

g) Mr Robinson commended the planning work carried out by Mrs Haddrell and her team since January. An extra training day is in place to allow staff to work on workshops for the new curriculum and the year 11, 12 and 13 gain time in June and July will be used for further training.

h) Governors expressed their concern about the additional workload for staff. Mr Robinson commended the way in which the demands were being addressed in clear stages. He confirmed that all staff need to be fully engaged in managing the curriculum changes.

The HOFs were thanked and they left the meeting.

03. **Minutes of the previous meeting**

The minutes of the meeting held on 29 January 2008 were agreed and signed as a true record.

04. **Matters Arising**

KS4 course guidance:

Mr Sharpe confirmed that the process had run smoothly with only three students following their second choice courses. 98% of the year group were successful with their first choices. The booklet guidance was successful and students had been asked to make their KS4X choices at this stage. Only one course had caused a problem. Students had received confirmation of their choices on the first day of the summer term and will be notified of their KS4X choices after half-term.

Mrs Haddrell congratulated Mr Sharpe on an excellent piece of work.

Investors in People (IIP):

Mrs Haddrell advised that the assessor had been extremely positive about the changes that had taken place in school. We are now in a good position to move forward with the new software and the transition to a paper-free process. The software is populated with professional standards (teaching staff only at present) and enables individuals to record and review progress. It will inform and identify common needs and training, etc.

05. **Headlines: School Development Plan: Teaching and Learning**

The current SDP was tabled. Mrs Haddrell confirmed that Assessment for Learning was well embedded into the curriculum and she praised Mrs Eastman for her work with faculties. She advised that enrichment curriculum days were planned for next year and tabled a suggested format. Mrs Clifford asked if students were going to be consulted about the curriculum days. Mr Sharpe advised that the new school day will provide the opportunity to engage more with the students.

The new curriculum will mean radical changes to the way courses are delivered. To provide the Diploma line entitlement for students in all schools, different courses will be delivered at different venues and a common timetable will be needed for schools and colleges. The consensus of opinion is that students at KS4 will not be asked to move venues during the day and the core subjects will be taught at the home institution. However, AS and A2 minority courses may well require travelling during the day.

Mr Norman believed that an education programme might be appropriate for parents.

06. **BTEC progress update**

Mrs Haddrell reported on the BTEC progress

KS4: Update on attainment following the first module

Health & Social Care: 1 student has gained Distinction for the first module, 14 have gained Pass and 6 are 'working towards'.

Business: there are more students 'working towards' than have achieved Pass at this stage.

Performing Arts: all students have achieved at least a Pass.

Sport and Leisure: over half have achieved Pass; the remaining students are 'working towards'.

Mrs Sims has been working with BTEC teachers as Internal Verifier and the exam board; the marking standards in our centre have been approved for each BTEC. This is a significant milestone.

The focus of ongoing work will be to ensure that students 'working towards' go on to complete modules at the Pass standard.

KS5:

Travel and Tourism – Access Year course

There are 3 students with Pass and 4 'working towards' at present.

The individuals concerned have found their courses very challenging. Success at Level 2 reflects a huge achievement. It is very positive that they can achieve with this type of assessment. The students achieving D/E grades are targeted for extra support.

In response to a question about recognition of BTEC qualifications, Mrs Haddrell confirmed that BTECs are recognised by employers as they have a long history at Further Education colleges.

07. **Sixth Form PANDA**

Mr Davis tabled a summary of the key points from the PANDA 2006/2007. This had only been available for two weeks and had been shared with the Academic Board and the HOFs. Mr Sharpe advised that the PANDA confirmed what the school already knows from its own internal analysis and ALPS.

Governors asked if there was a known reason why boys under achieve. Mr Robinson explained that this was a national picture with no continuing pattern; each year produces different results.

Governors asked if the problem could be down to too many subjects being studied. Mr Robinson advised that there is no evidence to show that students who do fewer subjects perform better; they have more chances to get into university with four sets of results.

08. **Business & Enterprise**

Nothing further to report.

09. **Staffing update**

We have experienced problems with appointing a Food Tech teacher and are now offering a 'golden hello' of £6,000.

We are interviewing for a PE teacher to replace Andy Hollingdale, who has been offered a HOF appointment. However, the field is limited.

Charlotte Duly will be beginning her maternity leave shortly. Cover is in place.

Joyce Zealey was appointed in April as HOF for Personalised Learning.

At present Science is overstaffed by one.

10. **Information Items**

Approved school visits:

The list of visits was tabled. Mr Robinson thanked the Governors for supporting the alternative challenge to Dartmoor. Tremendous effort had been made by Mr Gregory and his team, which included staff partners and ex employees. Mrs Haddrell will follow up the outstanding visit approvals in response to the information tabled.

CIH

Term dates for 2008/2009 and 2009/2010 were tabled.

11. **Policies for renewal**

Able, Gifted and Talented Students: Change DfES to DCSF. Approved for one year.

FGB

12. **AOB**

- a) Mr Robinson highlighted Jim Knight's letter dated 10 March 2008 concerning compliance with the statutory school admissions framework.
- b) Governors asked about the response to the change in the school day questionnaire. Mr Robinson confirmed that responses had been received, but not yet investigated.

SJR

The meeting closed at 8.55pm.

Date of next meeting: to be advised.

These minutes are subject to final approval by the Teaching and Learning Committee at its autumn term 2008 meeting.

Signed Date
Chairman

Distribution: All Governors /Staffrooms