



**TAVISTOCK COLLEGE
CURRICULUM COMMITTEE MEETING REF:1503
DATE: 07 October 2015
CONFERENCE ROOM
MEETING NOTES**

Governor	Present / Apols / Absent		Governor	Present / Apols / Absent
Peter Rodgers (PR) CH	Present		Julie Stevens (JS)	Present
Nigel Larcombe-Williams (NLW) VC	Apology		Jon Coupland (JC)	Present
Sarah Jones (SJ)	Present		Sharon Samuel (SS)	Apology
Ralph Crook (RC)			Tim Alexander (TA)	Present
Alex Jackson (AJA)	Late Apology		Cicely Alsbury (CA)	Present
Caroline Jordan (CA)				

Also Present

Name	Designation		Name	Designation
Jay Hooper	Clerk		Aimee Mitchell	Vice Principal

Agenda

Item No	Lead	Topic
1	Chair	Apologies
2	Chair	Declarations of interest
3	Chair	Minutes of previous meeting
4		Matters arising, not on agenda
5	AMI	Safeguarding for governors
6	AMI	Curriculum in light of Progress 8
7	SJ	Sixth Form
8	All	What Difference?
9		Next Meeting

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Meeting Open: 18:02				
Ref	Action / Decision	Owner	Date	Complete by
1503.1	NL-W; SS			
1503.2	None declared, reminder issued			
1503.3	Focus on teaching & learning reviews has changed, now aimed at highlighting all-faculty progress to enable stronger team structure and peer support. Meeting notes 1413 100615 agreed and signed.			
1503.4	None raised			
1503.5	<p>AMI provided handout outlining safeguarding processes, personnel (including agencies) and numbers of students.</p> <p>Governors raised a number of questions, including:</p> <ul style="list-style-type: none"> ● Recording processes ● Role of Safeguarding lead governor, in relation to child protection ● Status of Devon pilot schemes for mental health services with young people ● Potential funding streams ● Measures of success for arrangements and interventions ● Impact on transition ● Training <p>AMI / SJ responded to questions, with further discussion around most points. In particular:</p> <ul style="list-style-type: none"> ● A new system has been purchased to enable full electronic record-keeping. ● Confirmation that child protection lead is included within the role of governor safeguarding lead. As a statutory role, it was acknowledged as important to have good understanding of the processes, record-keeping and day to day knowledge of the school. Safeguarding 'shadow' roles are assigned to NL-W and SS; need to ensure they are aware of arrangements. ● AMI has been part of steering group for Devon pilot of scheme for MH services for young people. SJ noted reluctance to be included in the pilot stage as part of the intention is to more widely distribute the work currently undertaken by CAMHS. Teachers are not MH specialists, and it is not desirable to add to their teaching and learning workload with something they 			

	should not be focusing on. There are no other funding streams, so important to keep an eye on			
1503.5 (cont)	<p>progress, but not direct involvement.</p> <ul style="list-style-type: none"> Success measures include areas such as, attendance improved, truancy and persistent absence reduced, retention from Yr11 to Yr12 increased. <p>Agreed: Future Principal and Safeguarding reports to include numbers of students directly affected, and the impacts of arrangements and interventions. This detail also to be included in Governor Annual Report.</p> <ul style="list-style-type: none"> All feeder primaries provide excellent detailed information from Yr 6, giving time to put plans in place from arrival at Yr 7. Issues can arise for some individuals at later developmental stages, but all those known about at Yr 6 are captured. <p>Action: AMI & JC to meet before Christmas, and some time used on governor away day 5 December to set out aspirations for safeguarding.</p> <p>Hayes online training completed by some (not all) governors is now out of date, and will be required to be repeated with the updated system. Training is a mandatory element for all governors.</p> <p>'Keeping Children Safe' publication has been updated also; governors will be asked to read amended version and acknowledge completion.</p> <p>AMI has produced a recording of annual Safer Working Practices talk (embodies staff code of conduct and safeguarding code of conduct). This will be publicly available on website and used at induction for all in-year staff appointees. A link will be sent to all governors.</p> <p>Actions:</p> <ul style="list-style-type: none"> Send link to all governors for Hayes online training Send copy of Keeping Children Safe and link to Safer Working Practices recording to all governors Complete Hayes online training, read Keeping Children Safe, watch Safer Working Practices - and inform JH when all actions completed Investigate possibility of governors joining Prevent training alongside school staff Inform SJ of governors requiring Safer Recruitment training for Okehampton offer 	<p>AMI / SJ</p> <p>KW/AJa/NL-W</p> <p>AMI / JC</p> <p>JB (AMI) JH</p> <p>ALL GOVERNORS SJ/AMI</p> <p>JH</p>	<p>07.10.15</p> <p>07.10.15</p> <p>07.10.15</p> <p>07.10.15</p> <p>07.10.15</p> <p>07.10.15</p> <p>07.10.15</p>	<p>ongoing</p> <p>December 2015</p> <p>end Autumn term</p> <p>16.10.15</p> <p>16.10.15</p> <p>31.10.15</p> <p>December 2015</p> <p>16.10.15</p>
1503.6	AMI gave presentation on changes to accountability measures and curriculum changes made in response. AMI undertaking full review of curriculum, to report on status and recommendations for future,			

	<p>by end December. SJ noted how accountability measures can drive the curriculum, which can produce tensions with the needs of individual students.</p>			
1503.7	<p>AMI / SJ outlined the issues facing the sixth form in light of necessary curriculum changes, affordability, changes to some exam boards and falling numbers. These issues were discussed at length by governors, who also noted:</p> <ul style="list-style-type: none"> ● declining performance at GCSE in languages, and how that affects the curriculum offer at 6th form ● recommended class numbers at 6th form ● BTEC qualifications <p>Governors asked the question: What will be special about Tavistock College in 5 years' time?</p>			
1503.8	<p>Appreciating clear professional guidance How governors questions help to inform detailed plans Increased knowledge of future curriculum and potential issues Knowing what governors need to do in relation to safeguarding Explaining things is learning The honesty of debate and realism around constraints</p>			
1503.9	<p>Wednesday 18 November 6pm</p>			

Meeting Closed: 20:26