



TAVISTOCK COLLEGE
FULL GOVERNING BODY MEETING REF:1507a
DATE: 05 January 2016
INNOVATION CENTRE
MEETING NOTES

Governor	Present / Apols / Absent		Governor	Present / Apols / Absent
Kevin Wilson (KW) CH	Present		Julie Stevens (JS)	Present
Alan Jones (AJo) VC	Present		Jon Coupland (JC)	Present
Philip Sanders (PS)	Present		Sharon Samuel (SS)	Apologies
Peter Rodgers (PR)	Present (from 18:27)		Tim Alexander (TA)	Present
Jan Montague (JM)	Present		Ralph Crook (RC)	Present
Nigel Larcombe-Williams (NLW)	Apologies		Caroline Jordan (CA)	Absent (apology received)
Alex Jackson (AJA)	Present		Cicely Alsbury (CA)	Present
Sarah Jones (SJ)	Present		Sean Sweeney (SSw)	Present

Also Present

Name	Designation		Name	Designation
Jay Hooper (JH)	Clerk		Barbara Manning (VP)	Vice Principal
Alison Horn (AH)	Strategic Business Leader			

Agenda

Item No	Lead	Topic
1	KW	Welcome, Apologies
2	KW	Declaration of Interest
3	KW	Minutes of previous meeting
4	KW	Matters arising and not on the agenda
5	SJ	SEND and closing the gap
6	KW	Future education landscape; discussion

	Meeting Open: 18:03			
Ref	Action / Decision	Owner	Date	Complete by
1	Apologies received from NL-W and SS KW welcomed new VP BM			
2	Reminder issued; none declared			
3	<p>Minutes 1507 021215 circulated and read in advance of the meeting; Part II minute circulated to the table. Minutes agreed as true record Prop:PS, Sec:JC, carried unan. Minutes signed.</p> <p>Item 1507.5: SJ has investigated some of the issues raised in the Head Girl/Boy report. Some of these have been found to be based on partial information, or incorrectly perceived. Of those able to be acted on, the following has been done:</p> <ul style="list-style-type: none"> • Trips and visits - Parent Voice consulted over planned trip to Paris, which has been cancelled. All other trips will proceed and continue to be arranged • Space allocation for lockers very limited, and there is a cost implication. Slightly more scope for 6th form. Issue will be investigated and costed • The House system has not disappeared, but it could be strengthened • Message has been given to staff in respect of maintaining register, and means of monitoring the quality and quantity of work set in teacher absence can now be monitored <p>Governors asked when and how the information will be fed back to students. Data will be available for review at 20th April FGB.</p> <p>SJ noted that a certain amount of time is required, to put changes in place.</p> <p>Action: agenda for next FGB and feed back to Head Boy/Girl</p>	SJ	05.01.16	20.04.16
4	CA will be leaving College at the end of term, as she and her partner will be moving out of the area. She will therefore resign from the governing body; this will be her last FGB meeting. KW expressed Thanks for her contribution, on behalf of all governors			
5	<p>Following discussions around latest results data, KW asked SJ to prepare a detailed plan to explain to the GB what is being done to close the gap.</p> <p>SJ noted to governors:</p> <ul style="list-style-type: none"> • Governors have ensured that new VP BM has clear responsibility for Safeguarding 			

	<ul style="list-style-type: none"> • This is already a priority within the SIP (objective 5). 			
5 (cont)	<p>SJ has drawn up an additional strategy, which BM will oversee:</p> <ol style="list-style-type: none"> 1. Focus on Quality First teaching, with emphasis on marking and feedback. Ensuring clear line management of faculty heads in EBAC subjects, with fortnightly meetings linked to t&l reviews. Making better use of SENCO and UPS3 teachers to help coach others 2. Improving monitoring arrangements, working with 'worst case scenario' data and adding cross-marking and moderation to marking. Adding evaluation to database of interventions and using early catch-up programmes for targeted students 3. Building in CPD workshops in response to issues arising in t&l reviews 4. Work with parents to try and raise parents' aspirations, and building on Thrive programme used in Primaries, more work with hard to reach families and improving communications with Parent Voice. <p>Governors discussed, raising a number of questions: Q: Do we have some targets? A: Targets are 0.5 (Progress 8) and 0 (pupil premium) Q: How to ensure we recruit appropriate skills, especially in Maths and Science? A: National issue, fewer and fewer people training. We run adverts which receive no response, and go to agencies who have no-one to offer. We are being as creative as possible with both recruitment and the existing skills within the teaching staff. Q: Opportunities for giving more curriculum time, in subjects where most help needed? A: This is already done, as much as can be managed Q: Is there an increase in need arising from Primary intake? A: Larger numbers of students self-harming, distancing themselves from education and from family life. There has been significant reduction in services available to support; we are doing what we can with the interventions available Q: Is there a hidden cost in using SENCO/UPS3 teachers to coach others? Are they sufficiently freed up from other work to take on more, is this sustainable and healthy A: The capacity is there or has been created, and monitoring arrangements will be put in place. If we don't see impact within a year, the idea is not sound. Governors had further discussion around recruitment, student needs and data. Decision: JC will act as Data Governor, working with</p>			

	Gareth Smith Decision: Governors include questions about Pupil premium, in their t&l reviews	JC ALL	01 Jan 16 05 Jan 16	Ongoing Ongoing
6	<p>Governors have had time to reflect on the information in circulation, and discussions held at off-site meeting on 5th December. Rationale to proceed towards achieving academy status for the College. Governors felt no further discussion required, and therefore KW tabled the proposal to pursue academy status. The proposal seconded by PS. Those governors not in attendance had been asked to indicate their vote by email. The motion was carried unanimously.</p> <p>Decision: The College will proceed with the process to academise.</p> <p>Governors then discussed some further detail in enacting this decision, including communication with staff and parents, and the next steps in the process. Capacity may be an issue for SLT; one member will be retiring at the end of the school year and SJ will need to spend significant time in leading the process with governors. SJ therefore requesting approval to seek a secondment through the Co-operative College, to provide additional support for two terms. There are plans as to how SLT could operate. PS had questioned the budget implications, and noted belief that not supporting the request could jeopardise the running of the school. Prop: PS, Sec: AJa; carried unan.</p> <p>Action: SJ to seek appropriate secondment Decision: Future Landscape T&F group to meet 16:30 Wed 27 January Action: AH to circulate legal quotes to T&F group</p> <p>Governors will support meeting with staff Wed 13th Jan, and with parents Wed 20th Jan.</p>	SJ AH	05 Jan 16 05 Jan 16	end term w/b 18.01
Next Meeting	Wed 20 April 18:00			

Meeting Closed: 19:37