

Governor	Present / Apols / Absent		Governor	Present / Apols / Absent
Peter Rodgers (PR) CH	Present		Julie Stevens (JS)	Apologies
Nigel Larcombe-Williams (NLW) VC	Apologies		Jon Coupland (JC)	Present
Sarah Jones (SJ)	Present		Sharon Samuel (SS)	Apologies
Ralph Crook (RC)	Apologies		Caroline Jordan (CA)	Present
Alex Jackson (AJA)	Present		Sean Sweeney	Apologies

Also Present

Name	Designation		Name	Designation
Jay Hooper	Clerk		Kevin Wilson	Chair of Governors
Barbara Manning	Vice Principal		Tristan Forster	Assistant Principal

Agenda

Item No	Lead	Topic
1	Chair	Welcome and Apologies
2	Chair	Declarations of interest
3	Chair	Minutes of last meeting
4	All	Matters arising and not on the agenda
5	JC	Governor Safeguarding update
6	BM	Governor Safeguarding update
7	BM	Science intervention plan update
8	Chair	Policy review
9	JC	Faculty reviews
10	BM	Life after Levels
11	Clerk	Committee Housekeeping

12	All	What I have done in or for the College since last meeting
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Meeting Open: 18:06				
Ref	Action / Decision	Owner	Date	Complete by.
1513.01	Apologies from SS; NL-W; RC;JS; SSw sanctioned			
1513.02	None declared, reminder issued			
1513.03	Minute of meeting 1509 02 March 2016 agreed and signed			
1513.04	<p>JC - asked to present report in context of Callington College ofsted judgement. Report circulated, highlighting issues raised by inspectors, particularly relating to governors:</p> <ul style="list-style-type: none"> • Lack of evidence of rigorous challenge of school leaders • Over reliant on data as presented, without further interrogation of detail and underlying causes <p>Governors discussed processes currently in place within Tavistock, posing themselves the questions: Are governors looking sufficiently broadly for corroboration of information? Do governors receive sufficient information?</p> <p>Action: Governors to be included for 20 minute session on inspection readiness 15 July; JH circulate date to all governors</p> <p>Action: Governors to be included in circulation of SLT file, in the event of inspection</p>	<p>SJ JH</p> <p>SJ</p>	<p>08.06.16</p> <p>08.06.16</p>	<p>Asap</p> <p>As required</p>
1513.05	<p>JC presented report following review of Safeguarding. Encouraged to see the new tracking and reporting system, which enables a joined up approach of records made from a variety of sources. Three members of staff maintain the full overview, although the system allows better sharing of information, without breaching confidentiality, and includes updates on outcomes.</p> <p>Noted the school has 9 students with live child protection files. A relatively high number, vs children in need. Governors noted there is no way of knowing whether this is due to particular level of vigilance, or to local circumstance. Asked BM to provide some anonymised case studies for FGB to help in fuller understanding of the end-to-end process through the school</p> <p>Action: BM provide case studies</p>	BM	08.06.16	01.07.16

	<p>Governors discussed the impending trial of software package to monitor internet usage. Concerns were raised, with particular reference to data protection, how system thresholds are determined and managed, and how communications would be made to all stakeholder groups.</p> <p>SJ and BM underlined obligations in respect of child safety, and need to educate children to use IT responsibly.</p> <p>Whilst understanding and agreeing with the potential benefits of monitoring, governors were also concerned about the level of risk attached to the trial, which should be better understood and mitigated.</p> <p>Decision: Legal advice should be sought, before the system trial commences</p> <p>JC continued with the two main issues of concern raised through the review:</p> <p>Child Protection and Safeguarding Policy checked as being accessible on the school website</p> <p>Redeployment process: SJ assured governors the process followed the advice given by HR1 service.</p> <p>Governors pressed BM</p>	BM / SJ	08.06.16	P immediate
1513.06	<p>BM circulated the latest safeguarding data summary. This demonstrated how referrals to the Multi Agency Safeguarding Hub (MASH) take place.</p> <p>Keeping Children Safe 2016 has just been issued; BM to review and update process and CPD where appropriate.</p> <p>BM registered to deliver Prevent training, which will now be rolling out. Governors asked to be included in training sessions.</p> <p>BM will be delivering the training to the 6th form on 1 July, as it is felt important they understand the agenda and the mechanisms.</p> <p>BM maintains participation in local network, to ensure that updated information can be discussed and understood in context.</p> <p>Action: BM provide a precis for Governors</p>	BM	08.06.16	End Sept
15.13.07	<p>BM circulated report on behalf of GK. AJa outlined the improvement plan, which is based on fundamental principles to improve. In particular, key actions which helped to carry the plan forward were:</p> <ul style="list-style-type: none"> ● GK attending weekly staff meetings, and had mediated staff issues ● Faculty staff have helped to identify where work required high effort, with low impact. <p>A review of homework has been carried out, and this is now being built into the improvement plan, which is set out in 1 and 3 year terms.</p>			

	<p>The school acknowledges that improvement has not been as rapid or as deep as had been hoped, but there is now a sense that next year things will look stronger.</p> <p>Arrival of new KS3 leader in September will provide greater leadership capacity, and enable the improvement plan to be put fully into place. The faculty remains with difficult staffing issues (a nationwide problem), and the high cost of agency staff cannot be sustained.</p> <p>Governors acknowledged the impact all the issues have had on faculty staff, who have all undertaken additional work, including running revision sessions during the holidays.</p> <p>SJ described the arrival of specialist teachers for September, although there will inevitably be an impact on results in this year.</p> <p>Governors asked in particular:</p> <ul style="list-style-type: none"> ● What is the school doing to inform possible avenues for children, in the light of potentially poor results ● How will SLT oversight of the faculty continue, after departure of GK ● Do governors need to prepare in particular ways, for the impending t&l review <p>The response to these questions:</p> <ul style="list-style-type: none"> ● As well as revision sessions, a 6th form tutor has been appointed, who will be able to provide guidance in the sciences ● An external appointment has been made to SLT, and the faculty oversight will rest with this role ● Governors asked to approach the review with a completely open and candid view 			
1513.08	<p>Governors noted the revisions to policies with their rationale. Detailed discussion took place in regard of the PAN, Decision: PAN remains at 240</p> <p>Governors discussed latest intake figures, which are encouraging. Now pulling from 23 Primaries; the largest number ever and known intake stands currently at 235 - 240.</p> <p>Yr 12 PAN (12 above retention) is set locally; already have 35 requests from other schools, so the indications are that the 6th form is growing. Some of the requests are 2nd choice, so figures still uncertain.</p> <p>Decision: Accept policy changes as presented and</p>			

	recommend for ratification at FGB. Prop: JC; Sec: AJa; carried unan			
1513.09	<p>JC presented report following T&L review of Maths faculty. Issues raised included view that Student Voice is not working, as lacks the feedback on actions, and timescales. Homework was also raised as an issue, along with the provision of resources, including textbooks.</p> <p>Governors noted still awaiting reports from English and MFL reviews.</p> <p>JC and SS also reviewed Attendance process and standard letters (as raised in previous meeting). They reported to be extremely reassured that the process is robust, the wording of letters is appropriate, and the process is carried out with care and sensitivity on the part of staff.</p> <p>Reviews of PE and Technology are still outstanding Action: PR to arrange review of technology before end of term.</p> <p>Decision: Review of T&L and faculty review reports for the past 3 years to be looked at during the summer, to ensure that recurrent themes are not being missed. Action: PR, JC and CJ to undertake and report back in September</p>	<p>PR</p> <p>PR / JC / CJ</p>	<p>08.06.16</p> <p>08.06.16</p>	<p>01.07.16</p> <p>01.09.16</p>
1513.10	<p>BM gave presentation explaining changes to grades and progress, and how the school will be managing this from September. This will include re-testing all Yr 7 on arrival, to create strong baseline; target setting will then commence in 2nd half of Autumn term.</p> <p>The current sub-levels will remain for Yrs 8 & 9 to avoid confusion with parents</p>			
1513.11	<p>Committee ToR need updating; SJ agreed to undertake.</p> <p>Meeting dates for 2016 - 17: Remove Curriculum Committee date in September, and reschedule November meeting to try and avoid calendar clashes.</p> <p>PR happy to continue in role of Committee chair for next year. Committee voted acceptance: Prop: JC; Sec: SJ carried unan.</p>	<p>SJ</p> <p>JH</p>	<p>08.06.16</p> <p>08.06.16</p>	<p>01.07.16</p> <p>Immediate</p>

	Action: PR to approach other Committee members with a view to role of Vice Chair	PR	08.06.16	01.07.16
1513.12	PR: Parent evening, talking to parents AJa - Revision classes, prep resources Yr 11 CJ - English T&L review, Admission policy review, school dog show JS - English review JC - Reviews of Safeguarding, Admissions process, Maths T&L, Callington judgement, Pupil Premium KW - Couple of AP interviews, Social Sciences T&L review, T&F Group (Academisation)			

Meeting Closed: 20:43