

TAVISTOCK COLLEGE
SCHOOL IMPROVEMENT COMMITTEE MEETING REF:1709
DATE: 07 March 2018
CONFERENCE ROOM
MEETING NOTES FINAL DRAFT

Governor	Present / Apols / Absent		Governor	Present / Apols / Absent
Stuart Ridley (SR) CH	Apologies		Sarah Jones (SJ)	Present
Susan Miller (SM)	Apologies		Caroline Jordan (CJ) VC	Present
Ralph Crook (RC)	Apologies		Julie Stevens (JS)	Present
Sean Sweeney (SS)	Apologies		Alex Jackson (AJa)	Apologies
Joanne Solman (JSol)	Present		Adam Reid	Absent

Also Present

Name	Designation		Name	Designation
Jay Hooper (JH)	Clerk		Tim Alexander	Vice Chair Governors
Barbara Manning	Vice Principal			

Ref	Action / Decision	Owner	Date	Complete by
	Meeting Open: 18:15			
1709.01	Agenda item: Welcome and apologies			
	CJ took the Chair. Apologies from RC, SS, AJ,SM, SR. AR not present The meeting declared not quorate; discussion only			
1709.2	Agenda item: Declarations of interest			
	Reminder issued. None declared All future committee agendas will carry additional reminder to update Register of Business Interest if appropriate.			
1709.3	Agenda item: Minutes of previous meeting			
	Minutes 1704 15.11.17 agreed by those present; not signed.			

	Approvals by those not present will be sought by email.			
1709.4	Agenda item: Matters arising and not on the agenda			
	<p>SJ notes that the second teaching & learning review is due, delayed by bad weather. Result will be circulated via Principal's Report in April.</p> <p>1704.3 - governors anxious to ensure that teachers did not abuse power or be too quick to use Ready to Learn. SJ assured governors that system of review in place to enable the removal of a child if necessary. Also in place is system of restorative sessions with the teacher initiating removal to RtL. Guidance has been issued for teachers unsure about how to approach this.</p> <p>Some children with SEND have a 'reduced tariff'. Although system less 'easy' than the Hub was, it has been noted that some children opting for RtL as the 'easier' option than classroom. Mentoring is available for some.</p> <p>Governors asked about the proportion of SEND children in RtL. SJ replied that there are more PP (not all SEN) children, which is a worry.</p> <p>Student voice feedback demonstrates that most children who won't be going to RtL, are enjoying the result of minimised disruption.</p> <p>TA notes that during the Science faculty review, some teachers felt they were being monitored and questioned on the number of children they were sending to RtL. SJ assured that Science was not sending any greater numbers proportionately, than other faculties.</p> <p>Governors asked about monitoring of children who may be sent there too often, and what work is being set whilst there.</p> <p>SJ responded that monitoring against national levels of fixed term exclusion demonstrates the system is working; the system of restorative meetings and mentoring helps to balance punishment.</p> <p>Although work set initially focused on English, Maths and Science, now able to include a little more differentiated learning, and are able to deal with pupils individually because numbers are low.</p> <p>JSol added that teachers are regarding it as positive. Restorative conversations are very important, because they are helping to build good relationships between pupil and teachers.</p>			
1709.5	Agenda item: Policy Review			
	A number of new and revised policies have been tabled to the Committee:			

	<p>Teaching & Learning Collective Worship Examination English as an Additional Language Equal Opportunities Behaviour for Learning Drugs Incident</p> <p>Governors noted that the process for policy review and development which includes governors, has not been followed and asked that this be followed in all future instances.</p> <p>Agreed that when JH issues termly reminders of policy review, BM will signpost to appropriate SLT member.</p> <p>Action: All policies and policy summary to be re-circulated to all Committee members and any relevant Policy Leads to obtain recommendations for FGB.</p>	JH / All	07.03.18	End March
1709.6	Agenda item: College Improvement Plan (CIP)			
	<p>Latest update not available due to staff absence; updated version will be put into Ofsted folder and shared with all.</p>	SJ JH	07.03.18	Asap When available
1709.7	Agenda item: Latest data			
	<p>SJ brought copies of data; Staff absence and weather combined prevented circulation prior to meeting. Data demonstrates that the concerns in respect of PP and the Open Bucket impact on Progress 8 are still a worry.</p> <p>Using Fisher Family figures to help set targets Governors discussed data and issues facing the school. Trends also against national issues, including support services for children & families vs resources, and the 'fairer funding' formula, which leaves a school in Hackney with a similar PAN £2m better off than Tavistock.</p>			
1709.8	Agenda item: Governor Action Plan			
	<p>CJ & TA have RAG-rated the plan. Noted area of least progress, and links to the MAT Ethos Committee. Trustees want schools to include an Ethos Committee in LGBs. Work already being done; just a matter of co-ordinating activity under a ToR (when available from MAT) and reporting in via this Committee. Action: JSol to lead on coordination as soon as ToR provided.</p> <p>Governors noted reference to a recent Safeguarding Audit. CJ asked SJ how she can be sure the Safeguarding Audit was completed thoroughly?</p>			

	SJ noted she will be asking new MAT Safeguarding Lead to undertake external audit and add a layer of accountability. Governors agreed to some re-wording of Objective 8 to clarify.	SJ	07.03.18	asap
1709.9	Agenda item: MAT update			
	MAT now 'Live'. There is an Executive Group, SJ a member There have been issues around school budgets, and we have had to do some work on ours, but we are in the black due to a rising roll. The amount of central recharge slightly more than anticipated, and slightly more than previous d-delegated topslice. School is being ESFA audited on 21st March; need to be sure the school is not inventing pupil numbers and funding levels appropriate. There is agreement on the standardisation of some processes and policies (especially employment related), otherwise earned autonomy model remains. Committees will be School Improvement (Curriculum), Resources and Ethos; Local Governing Bodies will follow suit.			
1709.10	Agenda item: Ofsted Readiness			
	Just a matter of reminding governors to keep an eye on the Ofsted folder, and be ready. Key Lines of Enquiry will be established ahead of any visit through data, and will focus on the negative issues. Governors recapped on importance of knowing the school, and to ensure they are fully conversant with Science & Ebac, Pupil premium, Progress for disadvantaged and Progress 8. Big Push around British Values and pupil understanding of the values. New rules introduced around careers education, and need to include apprenticeships and external advice. Governors reminded each other once more - know your school, it's strengths and weaknesses.			
1709.11	Agenda item: Faculty review			
	Report circulated before meeting, and findings noted. JS arranging PE review NL-W & SM English review next week CJ Modern Languages, and SEND with new SENDCo TA chasing all to complete the cycle Noted also that during SLT Review, request for a Link Governors for			

	each SLT member would be welcomed. Agreed this would also help in adding a layer of accountability. Action: TA to seek Links	TA	07.03.18	End term
1709: 12	Agenda item: What done in/for the school			
	JSol - Growth mindset, solo maps, work on 2020 trip to Peru JS - Recruitment and monitoring PE lecture Arranging for use of Marjon facility School Direct TA - Yr12 Drama evening Science Faculty review SLT review Governor information board CJ - Youth Speaks Parent evening SENDCo interview			

Meeting Closed: 19:40