

MINUTES:

BOARD: Teaching and Learning Committee

SCHOOL: Foundry College

DATE: 30th October 2023

TIME: 4.15 pm

VENUE: Foundry College and remote via TEAMS

ID: 373 885 619 589 **Code:** YUby6s

PRESENT:

Jim Mathieson	Chair
George Bell	Staff Manager
Judy Hargreaves	Community Manager
Jo Iremonger	Staff Manager
Caroline Norris	Community Manager
Phil Cunnington	Community Manager
Iain Thomas	HT

APOLOGIES: Majid Ali Advisor

ABSENT:

ATTENDING:

Kirsty Hodge	Deputy Head
Nicky Rees	Advisor
Carey Tulloch	LA Commissioner – SEND
Lia ?	Literacy Leader
Susan Phillips	Judicium Clerk

QUORUM: 4

MEETING FOLDER: [15th May 2023](#)

The use of the term Governor for this purpose refers to, but is not limited to; Governors, Trustees, Directors and Members. The Code of Conduct for Governors requires governors to be honest and open with regard to conflicts of interest (either real or perceived). Governors must not use their position for personal gain in business, political or social relationships. Therefore, a governor who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked * are those in which a majority of Governors may have an interest because of some shared attribute. When considering these items, Governors should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as governors and to act in the public interest.

Item	
1	Welcome and Introductions: Those present were welcomed by the Chair. Carey Tulloch and Leah were welcomed and introduced to the Managers
2	Procedural items:
2.1	Apologies for absence Apologies for absence as recorded were accepted by the Governors.
2.2	Confirmation of Quorum The meeting was confirmed as quorate.
2.3	Declarations of interest for this Meeting: No pecuniary or personal interests were advised for any agenda item for this meeting.
2.4	Confidentiality Statement: All matters discussed during the meeting are confidential until the Minutes have been approved. Any items recorded in the Confidential Part II Minutes remain confidential after the Part II Minutes have been approved.
3	Any Other Urgent Business: There was no urgent business tabled.
	It was agreed that the meeting be taken out of order of the agenda.
9	School Curriculum:
9.1	Lia ? was welcomed to the meeting and gave a presentation on <i>Reading Development</i> which included the <i>College Improvement Plan</i> and the new <i>Reading Plus</i> platform – an online reading programme that teaches silent reading, fluency, comprehension and vocabulary.
9.2	L? outlined the implementation of Reading Plus , explaining that the College have purchased a three-year package with a license for 25 pupils and three teachers. L? Explained that the allocated time for Reading Plus is during the mentoring lesson but adding that the recommended engagement is about 30 minutes per session. L? explained that they are considering extending it to students who are at home, adding that the management of the programme is easy, and support is available. L stated that they are also exploring printable teacher resources to support online learning. L? provided an overview of the platform usage and engagement . The implementation is still in the early stages, but they are encouraging and monitoring pupil access and engagement.
9.4	The following concerns were raised:

<p>9.5</p>	<ul style="list-style-type: none"> - There haven't been enough students engaging properly with the platform to assess its impact - There may be a need for another demonstration to staff - The difficulty of getting feedback from the students due to low engagement - The barriers to engagement and the possible need to make it more obligatory during English Lessons. <p>Q: A manager asked how confident she was that she really knew what the barriers were and that they can be overcome in time. Also, was it something that will just happen, or was a more structured approach required.</p> <p>A: L? said that she wasn't certain, but students are used to sitting down with a person and reading, and they are finding it a bit complicated. It is being trialled through the mentoring sessions.</p> <p>9.6 Future Evaluation and Reporting: There was a discussion about the evaluation and reporting of the platform and it was agreed to wait a year before evaluating its effectiveness</p> <p>9.7 The availability of a DofE report on reading was mentioned and the importance of informing parents about the platform was discussed.</p> <p>9.8 ACTION: Defer evaluation of the effectiveness of Reading Plus for one year</p> <p>L? left the meeting at 16:39</p>																								
<p>4 4.1 4.2</p>	<p>Minutes: The Minutes of the previous meeting on 15th May 2023 were APPROVED and will be signed by the Chair electronically on GovernorHub</p> <p>ACTION: Chair to mark the Approved minutes as signed.</p>																								
<p>5 5.1 5.2 5.3</p>	<p>Matters Arising from the Minutes:</p> <table border="1" data-bbox="268 1400 1437 1576"> <thead> <tr> <th>Item</th> <th>Action</th> <th>Actionee</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>8.5</td> <td>Send an email of thanks to all staff</td> <td>Chair</td> <td>Completed</td> </tr> <tr> <td>10.10</td> <td>Report to be uploaded to GH</td> <td>HT</td> <td>Completed</td> </tr> <tr> <td>11.2</td> <td>Email Ofsted report to Susan Richards, John Base and Rose Mahoney</td> <td>HT</td> <td>Completed</td> </tr> </tbody> </table> <p>Outstanding Actions:</p> <table border="1" data-bbox="268 1675 1437 1951"> <thead> <tr> <th>Item</th> <th>Action</th> <th>Actionee</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td></td> <td>Review the Teaching and Monitoring document on GH and discuss at next FGB meeting on 20th March 2023</td> <td>IT</td> <td>Unable to complete due to OFSTED visit. Changes were made ACTION: HT to circulate responsibilities again</td> </tr> </tbody> </table>	Item	Action	Actionee	Status	8.5	Send an email of thanks to all staff	Chair	Completed	10.10	Report to be uploaded to GH	HT	Completed	11.2	Email Ofsted report to Susan Richards, John Base and Rose Mahoney	HT	Completed	Item	Action	Actionee	Status		Review the Teaching and Monitoring document on GH and discuss at next FGB meeting on 20th March 2023	IT	Unable to complete due to OFSTED visit. Changes were made ACTION: HT to circulate responsibilities again
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6	<p>Correspondence: There was no correspondence to note.</p>
7	<p>Governance Matters: There were no governance matters to note.</p>
Statutory Responsibilities	
8	<p>Careers Education Information and Guidance:</p>
8.1	<p>NR presented information on the leavers, noting that all the leavers, bar one was potentially not in education or in college.</p>
8.2	<p>Q: A Manager asked if there are checks in place to feedback whether the students have remained in those places.</p>
8.3	<p>A: NR explained that a letter is sent out and this is checked. Q: Chair asked whether there is any confirmation that the leavers achieve the qualification that they went to college for. A: HT explained that this was dependent on conversation with home, and provided details of the <i>Leaver's Celebration</i> where feedback from students is gathered and certificates are handed out.</p>
8.4	<p>The possibility of Foundry College offering A level courses was discussed. The discussion focused on post 16 provision and the need for specialist alternative provision in Wokingham.</p>
8.4	<p>HT proposed attaining a clear understanding of their need within the next six months and then approaching providers for possible solutions.</p>
8.5	<p>There was a discussion about potential requirements for building space and partnership agreements with colleges; the gap in provision for young people not yet ready for college; the potential benefits of having a post-16 alternative provision; the potential value for money, better outcomes, and successful transitions to employment that a post-16 alternative provision could offer.</p>
8.6	<p>It was agreed that NR would report to the next FMC with some coherent information and timelines to move this forward.</p>
8.7	<p style="text-align: center;">ACTION: NR to provide the next FMC with information about the feasibility of a post 16 Alternative Provision</p>
9	<p>School Development Plan review – Review the quality of education. This was a continuation of the discussion held at the FMC in September and confirmed achievements and further work.</p>
10	<p>Pupil outcomes and interventions:</p>
10.1	<p>The GCSE Headline 2023 data, was explained and it was noted that results were consistent with the tracking.</p>
10.2	<p>The overall student results were noted and the challenges of comparing year-on year due to the unique nature of each cohort was acknowledged.</p>
10.3	

10.4	<p>The use of summative data and tracking to assess student progress and target achievement was also noted, and the positive outcomes of the <i>Pupil Premium</i> girls, was highlighted.</p>
10.5	<p>Q: A manager asked about the disappointing medical vulnerable (MV) pupil results and whether this was unusual.</p>
10.6	<p>A: HT explained the reasons for the low result, adding that a weekly mentoring has replaced the 15-minute end of session reflection.</p>
10.7	<p>Q: Chair asked whether it was too early to provide data on the impact of this change.</p>
10.8	<p>A: HT said it was, but it had been noted by staff that student engagement was better at the weekly sessions.</p> <p>Q: Chair asked if staff receive training in Mentoring.</p> <p>A: HT said that staff do it instinctively, but he agreed to monitor it.</p> <p>ACTION: HT to monitor any need for staff Mentoring training.</p>
10.9	<p>Off-site visits: The removal of the restrictive barriers to off-site visits was discussed, and HT provided examples where this has increased visits and improved links to subjects, such as History and Maths. Staff are now able to organise off-sites visits more easily and in a reasonably quick lead-in time.</p>
10.10	<p>Going forward: This year's current Year 11 are a stronger academically and this was noted, and it was acknowledged that this would require teachers to provide more stretch and challenge.</p> <p>Engagement: The positive shift in engagement due to small changes made to the school environment, such as the doors opening out not in and the non-vaping strategy, was noted.</p> <p>There were no further questions or comments.</p>
General Responsibilities	
11	<p>Pupil Progress:</p>
11.1	<p>The change in the frequency of reporting from half-termly to termly was noted and it was agreed that the report would be discussed at the December 2023 FMC.</p>
11.2	<p>ACTION: the Pupil Progress report to be discussed at the FMC</p>
12	<p>SEF update:</p>
12.1	<p>The RAG rated data was received</p>
12.2	<p>The SEF updates were noted and included targets, learning outside the classroom and engagement with the Duke of Edinburgh Award. It was noted that the four targets outlined in September 23 update were continuing and that ICT Skills development was Red.</p>
12.3	<p>The excellent science results were noted including the proportion of students meeting and exceeding expected progress.</p>
12.4	<p>Q: Chair asked what 'exceeding peers' meant.</p> <p>A: HT explained that to ensure the progress of outcomes of pupils on the MV pathway, results are aligned with those educated at school.</p>
11.5	<p>Q: Chair asked about the school's ambition for Science.</p>

12.6	<p>A: HT said that everybody is encouraged to take it but for some students, other subjects are a better option. Forcing students to do something they have no interest in leads to poor engagement. Students agree to do three sessions before making this decision.</p> <p>There was a discussion about the importance of engagement and how it superseded all else.</p>
<p>13 13.1</p> <p>13.2</p> <p>13.3</p> <p>13.4</p> <p>13.5</p> <p>13.6</p> <p>13.7</p> <p>13.8</p> <p>13.9</p>	<p>Quality of Teaching and Learning:</p> <p>Provision and timetable: A breakdown of the timetable was provided and the increase in time for certain students was noted. The off-site provision packages were explained, and the measures being taken to engage those not in 100% education were noted.</p> <p>It was agreed that a further column to show growth in attendance at the College each term would be helpful.</p> <p>ACTION: NR to add an additional column on the RAG rated data for the January meeting</p> <p>Safety and Supervision: Q: Chair asked who carried the safeguarding responsibility for the two primary pupils who only attended school for 30-35% of the time, and what measures were in place to ensure they were safe for the remaining 65-70%.</p> <p>A: NR said that for primary level, it was the parent's as well as the school for whom Foundry was educating's responsibility. Q: Chair asked if this was made clear to the parents and the school.</p> <p>A: NR said it was made very clear to parents, that regular conversations were held with them and that these conversations were recorded. Q: Chair expressed concerns that these children were not in education and the difficulty in knowing whether these children are safe.</p> <p>A: NR acknowledged that the situation was always going to be difficult.</p> <p>There was a discussion about the planned improvements to tracking data and how the evidence required by Ofsted would now be available to staff and managers.</p> <p>Q: Chair asked what the maximum package available for MV students was and whether it was sufficient. A: HT said they received 10 hours, explaining that research showed that one hour of one-to-one off site provision tuition was the equivalent of two/two half hours of on-site tuition. Q: PC asked whether there was a problem with lack of variety of courses for the MV students. A: HT said he did not think so as they had access to a selection of subjects in addition to receiving on-line resources from their home schools.</p>
14 14.1	<p>Student, staff and Parent surveys: The positive feedback from previous Yr. 11 students was noted which included an ex-student returning to Foundry College as a Teaching Assistant.</p>
15	<p>Policies:</p>

	There were no policies to review/approve.
16	Any Other Business: There was no other business to discuss.
17	Identify Items for Confidential Part II Minutes: There were no items identified for Part II Minutes.
18 18.1	Meeting Dates It was agreed that the next meeting will be on: 15th January 2024
	The meeting was closed by the Chair at 17:35

Minutes are signed digitally by the Chair on GovernorHub

Item	Action	Actionee
9.8	Defer evaluation of the effectiveness of Reading Plus for one year	L?
4.2	Mark the Approved minutes as signed	Chair
5.3	Circulate monitoring responsibilities again	HT
8.7	Provide the next FMC with information about the feasibility of a post 16 Alternative Provision	NR
10.7	Monitor any need for staff Mentoring training	HT
11.2	Discuss the Pupil Progress report at the FMC	All
13.3	Add an additional column on the RAG rated data for the January meeting	NR