



MINUTES:

BOARD: Teaching and Learning Committee

SCHOOL: Foundry College

DATE: 15th May 2023

TIME: 4.15 pm – 5.59 pm

VENUE: Foundry College and remote via TEAMS

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

ATTENDED:

Jim Mathieson	Chair
Nick McSweeney	Community Governor
Caroline Norris	Manager
Phil Cunnington	Community Manager
Iain Thomas	HT

APOLOGIES:

Majid Ali	Advisor
Nicky Rees	Advisor
George Bell	Staff Governor
Jo Iremonger	Staff Manager

ABSENT: Judy Wheeler Community Manager

ATTENDING: Kirsty Hodge Deputy Head
Susan Phillips Judicium Clerk

QUORUM: 3

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.		
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 Business:		
3.1	Agree meeting dates for 2023/24		
4	Minutes: The Minutes of the previous meeting on 30 th January 2023 were APPROVED and will be signed by the Chair.		
5	Matters Arising from the Minutes: (The outstanding actions will be recorded at the bottom of the minutes)		
	Item	Action	Actionee Status
	8.1	Change figures in the <i>Pupil Progress Report</i> to percentages and email to members of T/L committee	HT Completed
	11	Include a statement about the two primary school students to the SEF	HT Completed
	12	Review the Teaching and Monitoring document on GH and discuss at next FGB meeting on 20th March 2023	FGB Outstanding from September 2022
			Completed

6	Correspondence:
6.1	It was reported that correspondence about Commissioning officer, had been received. And that they would be attending the July FMC meeting. There was a discussion around whether Majid is needed at the meeting and who the Commissioning officer might be.
6.2	Full management meeting September – agreed for 27th
7	Governance Matters: Discussion about who should come to the meetings.
Statutory Responsibilities	
8	Careers Education Information and Guidance:
8.1	NH reported that the government guidance had been read and that there was a need for a Careers dedicated member of Management Committee.
8.2	NH outlined the OFSTED/government requirements.
8.3	HT shared the document and highlighted the important aspects.
8.3	There was a discussion of how this should be implemented, when the best time for this HT suggested the December meeting to deal with this.
8.4	HT reported that there is continued support for students into careers and application for apprenticeships.
8.5	ACTION: IDENTIFY Manager to take on this role
9	School Curriculum:
9.1	KH presented the <i>Reading Plus Programme</i> – the online reading intervention initiative, highlighting the various offers available.
9.2	KH explained the difficulties in student engagement, LGBT training and how the SWOT analyses highlighted the strengths and weaknesses around this, additionally noting the areas for development in the school curriculum such as hormones, challenging language and attitudes.
9.3	KH reviewed the KS3 curriculum offer and the collation of teachers' opinions to develop KS3 skills to meet the need of all students.
9.4	HT reported that this is the first time the school has had a KS3 cohort and explained the challenges this is presenting for the curriculum, given the social and educational immaturity of the students.
9.5	There was a discussion about the difficulties this presents, the long-term goals to deal with this, and examples of the types of behaviour issues that need resolving. Q: Chair asked if the curriculum needs to be bespoke and asked what is needed to get a particular student to year 11
9.6	A: HT agreed, and KH gave some alternative approaches for dealing with the issues
9.7	HT explained the mechanism for getting the students back into mainstream education. Chair summarised the need for age related curriculum and a bespoke learning journey model for individual students.
9.8	Q: a manager asked if reviewing every 6 weeks is onerous for the school and whether there as a chance that the learning will improve for the student discussed.

9.9	<p>A: HT reported that if they could meet his needs by teaching via his interests it would be possible to help him back into mainstream education.</p> <p>HT further explained the difficulties in managing students' needs and gave an example of a student who had had only 2 hours schooling 3.30 – 5.30.</p> <p>There was a discussion about various individual students who were permanently excluded.</p>
9.10	<p>Chair pointed out that the SLA requires that the school has all the information needed before student arrives, but this is not happening.</p> <p>There was a discussion about establishing whether these difficulties existed before COVID.</p>
9.11	<p>HT reported that although they get some background to excluded students, such as academic report, behaviour report and risk assessment, the information is incomplete, and they have to track down outstanding important information.</p>
9.12	<p>KH highlighted the outdoor learning, music and alternative provision offer.</p>
9.13	<p>Q: A manager asked if drama was on offer.</p> <p>A: KH replied that it was additional noting that they were building up the creativity gradually.</p>
General Responsibilities	
10	<p>Pupil Progress:</p>
10.1	<p>HT shared the <i>Learning and Progress</i> document explaining that it is further expanded in the <i>HT report</i>.</p>
10.2	<p>HT Provided further explanation of how the data is broken down; the summary on Maths by pupil; the GCSE grading additionally highlighting the range of current working grades.</p>
10.3	<p>HT further highlighted the students on target, those that are one point off and those that are not; alternative provision students; medically vulnerable students; and home tutored students.</p>
10.4	<p>HT summarised the overall picture, explaining how some students have given up, the majority are making progress, and how students are being pushed to achieve the best they can.</p>
10.5	<p>Q: what was the response from OFSTED</p> <p>A: there wasn't any surprise about the Maths and English, as these are compulsory, but she stated the tracking was meticulous.</p>
10.6	<p>Q: Do I recall that there is an alternative so that they leave with something?</p> <p>A: HT yes, these are being done alongside GCSE.</p>
10.7	<p>HT summarised the English data, explaining the black highlighting.</p>
10.8	<p>Q: are they the same as the Maths</p> <p>A: yes, they are</p>
10.9	<p>Q of the yr. 8 how many do you think will still be with you till year 11</p> <p>A: probably 3 students</p> <p>There was a discussion around the school not being equipped to meet the needs of students excluded from Special Schools.</p>
10.10	<p>ACTION; report to be uploaded to GH</p>
10.11	<p>HT gave a summary of the data for science highlighting the green data.</p> <p>Chair endorsed the importance of this document for showing the progress made.</p>
11	<p>Self-Evaluation Update (SEF)</p>
11.1	<p>It was confirmed that the staff had not yet seen this report.</p>

11.2	ACTION send to Susan Richards, John Base and Rose Mahoney by email
11.3	HT shared the Inspection Ofsted Report highlighting that it was a renewed SEF based on the inspection key strengths adding that there were outstanding processes which are delaying matters such as yearly plan; targets for pupils; planned and coherent structure and a written plan.
11.4	HT reported that a plan would give relevant feedback, stating that there had been meetings with staff and with an external agency to explore the best way to implement one and to identify a tool that would assist in the recording of information from across the current 15 different spreadsheets.
11.5	Q: A manager asked if the OFSTED measures are they being implemented yet. A: HT stated that they were and referred to KS3 reading, as outlined by KH in her presentation previously. There was a discussion about the observation by OFSTED that social time was not long enough to engage, how this was addressed at INSPIRE week, how this was discussed this with Inspector, agreeing that 15minutes breaks were not long enough.
11.6	HT presented different options for giving a longer break which will be implemented in September.
11.7	Q: A manager asked if the breaks are short to minimise behavioural issues. A: HT replied that this was partly the reason.
11.8	Q: A manager asked HT if he was disappointed that some elements were not outstanding. A: HT responded that it was nonetheless a really good report, explaining that achieving outstanding across the board was not easy.
11.9	HT expanded on the reasons he was disappointed, which developed into a discussion around the achievement and the difficulties that have been overcome.
11.10	Q: A manager asked what the mechanism is for keeping a personal record of OSTED. A: HT stated the questions, acknowledging the progress made and the steps needed to improve are all recorded in the meeting minutes.
11.11	Chair said she wished to send an email to say how well the staff have done in achieving such a good report.
11.12	ACTION: Send an email of thanks to all staff
12	Quality of Teaching and Learning:
12.1	KH resumed her presentation providing further detail on work moderation and <i>Inspire Week</i> ,
12.2	KH explained the common themes, stating the date of the next moderation will be in <i>Achieve Week</i> w/c 26/6/2023.
12.3	KH highlighted the key words from the comments such as <i>staff directed learning; engagement; pride; independence and patience</i> and shared some student's creative work, highlighting the soft skills that are being developed.
13	Student, staff and Parent surveys:
13.1	HT reported that Yr. 11 have been spoken to and the Student survey comments shared on screen.
13.2	HT provided some key results which included that the majority made progress; 80% enjoyed learning; 84% felt challenged additionally noting that disagreements were followed-up; 80% felt supported in literacy and numeracy and 96% said teachers listened to what they have to say.
13.3	Q: A manager noted that on three slides there was a figure of 16% and asked whether that was the same student/s. A: HT stated that it tended to be.

13.4	There was a discussion on the importance of teacher facial expressions and some of the individual comments.
13.5	HT noted that the <i>Parent Survey</i> would be completed after half term.
14	Policies:
14.1	The <i>Illegal Drugs and Drug Education Policy Draft</i> and the <i>Examination Exam Contingency Policy V11</i> had been previously distributed GovernorHub.
14.2	HT stated that they had not been amended. The policies were formally APPROVED
15	Any Other Business:
15.1	The date for the next FMC was agreed for 27th September 2023
16	Identify Items for Confidential Part II Minutes: There were no items identified for Part II Minutes.
17	Meeting Dates It was agreed that the next meeting will be on: 30 th October 2023
	The meeting was Closed by the Chair at 17.59

**Actions arising from the Minutes of the TEACHING AND LEARNING COMMITTEE-
held on 15th May 2023**

Item	Action	Actionee	Status
8.5	Send an email of thanks to all staff	Chair	
10.10	Report to be uploaded to GH	HT	
11.2	Email Ofsted report to Susan Richards, John Base and Rose Mahoney	HT	

Outstanding items: from meeting held on 26th September 2023

Item	Responsible	Status
SENDCo response to the <i>Magic Wand</i> question	IT	Pending

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Minutes are signed digitally by the Chair on GovernorHub