



MINUTES OF THE LGB CATMOSE COLLEGE MEETING

THURSDAY 13 FEBRUARY 2020
AT CATMOSE COLLEGE 5PM

Present

David Evans, Emma Gautrey, Judith Gilboy, Andrew Holt (Chair), Gary Marsh, Alex Mould, Rob Mulvey, Clive Nørgaard Morton, Martyn Rhowbotham, Stuart Williams (Principal).

In Attendance

Alice Beckwith, Alex Emmerson, Sheryl Wilson, (Clerk).

1. Welcome, introductions and apologies for absence

Apologies for absence were received from Simon Mellors and Claire Pugh.

2. Declarations of Personal Interest and Pecuniary Interest

None

3. Minutes of the meeting held on Thursday 5 December 2019

These were signed as a true and accurate record.

4. Matters arising from previous minutes

None

5. Clerk's Business

There is an Ofsted Update Training Session at Oakham Enterprise Park on 27 February, 9.30 – 11.30am. Governors were given details on how to register to attend.

Governors were asked to complete and return a Skills Audit form to the clerk, which would help with succession planning of the governing body.

An advert for new governors has been designed, with a view to approaching local companies to see if employees would be interested in gaining experience at board level. Governors suggested the ad should make reference to the role being voluntary. Governors agreed it was appropriate to use the existing staff application form, as opposed to a suggested application form by The Key. Applicants should also submit a covering letter.

6. Update from Resources

Recruitment

The Federation has recently made three new appointments, in English, Science and Maths. The English candidate will start after the February break with Science and Maths starting in August 2020.

Capital Projects

Representatives from the Local Authority and architects met with Stuart Williams to discuss a feasibility study to expand the existing building, in order to admit larger year groups. The study will also be undertaken at two other secondary schools. Governors agreed that porta cabins were not an option and careful consideration would need to be given to ensure sufficient allocation of lockers, toilets, classrooms and areas such as the hellerup and theatre were large enough to house a year group. If the project were to go ahead, governors agreed the funding would need to be secured from the Local Authority.

Annual visit from the DfE

Governors were pleased to learn that the visit was seen as a positive one.

7. Scrutiny Panel on Safeguarding

Judith Gilboy confirmed she had met with Claire Pugh (Vice Principal and Designated Safeguarding Lead) in December and following this, governors received their annual safeguarding training at the meeting on 5 December. Safeguarding procedures and policies are in order, as discussed at the Scrutiny Panel (papers from the Scrutiny Panel had previously been distributed to governors). Governors welcomed the termly safeguarding newsletter which is distributed to parents, staff and governors.

8. Synergy Review

Stuart Williams asked governors if they were aware what synergy is. A governor responded that it is the joining of sciences to make two GCSE results. Synergy was introduced two years ago to offer an engaging course and different pathway for students.

The review on Synergy consisted of the following:

- Initial meeting with the Principal and Team Leader.
- Review of the results (mock examinations, checkpoint data).
- **Work scrutiny of Year 10 and Year 11 students' books.**
- Evaluation of the schemes of work.
- Lesson observations.
- Review of the Science Curriculum Policy by the Team Leader. (This paper was distributed to governors prior to the meeting, together with the evaluation of the synergy review).

Governors discussed the impact of the synergy option and the government's target of 75% of pupils studying the EBacc subject combination at GCSE by 2022, and 90% by 2025. Stuart Williams confirmed that whilst there is room for improvement from the mock results, they are a positive set of results. There will be grouping changes for the more able students to enable them to focus on the higher tier content. The Science Team also share good behaviour management strategies, in particular for Year 11 students.

Question: What is causing the disruption in Year 11?

Some students need careful management, whether they are in a science or sports lesson. Work has been done to ensure there is the right mix of teachers to complement one another.

Areas for development of Synergy will be as follows:

- Focus on the more able
- Encourage more house points
- Scrutiny of biology

The Team Leader for Science will do an assembly for Year 11 biology students to advise on exam techniques and action points for revision. Careful consideration will also be given to the tier of entry for biology students.

Question: Will Year 10 biology students be able to attend the assembly and receive helpful tips?

Stuart Williams confirmed that there were not the same issues in Year 10 as in Year 11, however any planning would be shared with all staff.

Year 9 students are currently in the process of choosing their option choices, students have met individually with a member of the Senior Leadership Team, there is an online options booklet for students to review with their parents and for the first time the College has introduced an online form for completion. The Options Evening is on Thursday 27 February.

9. Scorecards

Teaching and Curriculum – Alice Beckwith presented the scorecard and advised that there have been some good lesson observations in art, and humanities are performing well.

Question: How do lesson observations work within the DSP?

This is just the same as any other subject and judged in the same way.

Question: Why does the data include Year 12 and 13?

Staff observations are undertaken within the Trust, whilst the vast majority are within Catmose, others will include Harington School.

Behaviour – There is a small group of students who are causing concern with their antisocial behaviour and the College is working in conjunction with the police and local authority. The College has introduced Early Help and social care referrals when required.

Students are requested to complete termly surveys which asks the following:

- I feel safe at College.
- In lessons I generally behave well and get on with my work.

The results from the survey are reflected in the exclusion and behaviour data. The majority of students confirm they feel safe and work well in lessons.

Attendance currently stands at 96%.

Question: Does the College receive support from parents with behaviour issues?

This varies from case to case. Stuart Williams advised that the College will not relax standards in this area and whilst he tries to avoid permanent exclusion, persistent disruptive behaviour or abuse would not be tolerated; governors were in agreement.

Student Outcomes - A new format of the scorecard for student outcomes in years 7 and 9 was distributed to governors prior to the meeting.

Question: What do the scorecards demonstrate?

Stuart Williams explained the scorecards were an analysis of Year 7 and 9 checkpoints which detail Attainment 8 scores across different groups including students with an EHC, K code, Pupil Premium or Service Pupil Premium students. Consideration will be given as to how best to record and analyse the data to inform governors in a clear and concise format.

The data indicates that there is a minus residual in practical subjects, such as music, drama and sport, this is due to students having less lessons in these subjects per week compared to core subjects. The Performing Arts team will meet early next term with SLT to discuss the assessment model going forward to refine this further.

10. Complaints Handling

Stuart Williams informed governors of the complaints process in line with the Complaints Policy and highlighted the range and number of complaints that the College receives.

Question: Could there be an online form for parents to complete and submit if they wish to make a complaint.

There is a form at the back of the Complaints Policy, however individuals are able to make a complaint either verbally, in writing, or by email.

11. Policies

Governors ratified the following policies:

- Access Provider Policy
- PSHE and Relationships and Sex Education Policy

12. A.O.B

DfE visit – this was a successful visit, once a letter is received it will be distributed to governors.

Date of next meeting

Thursday 3 April 2020, 5pm

Scrutiny Panel – Biology

Thursday 2 April 2020, 10.30am

Diary Dates

Mary Poppins - Wednesday 25 March – Saturday 28 March 2020, 7.30pm

The meeting closed at 19.03.