

Rye College Learning and Teaching Board

11th January 2016

MINUTES

A meeting of the Rye College Learning and Teaching Board was held on Monday 11th January 2016 at 6.00pm in the Boardroom.

PRESENT: Nicola Podd (NPO) [Chair]; Ann Cockerham (ACO), Sally King (SKI), Hazel Russell (HRU), Francine Thomson (FTH).

APOLOGIES: Max Victory (MVI).

In Attendance: Colin Riggs (CRI), for Student Progress and Attainment and Pupil Premium updates; Sally Welch (SWE) [Clerk].

ACTION BY:

1. Chair's Welcome

1.1 Noted: NPO welcomed CRI to the meeting.

2. Declarations of Interest

2.1 Noted: that no member(s) had declared an interest in relation to any item(s) on the agenda.

3. Student Progress and Attainment

3.1 Received: a detailed assessment analysis (tabled), together with 'working at' data across all year groups for English and Maths. The data was reviewed in detail in the meeting.

3.2 Noted:

a) the meeting discussed measures in place to ensure the accuracy of data tracking across KS3 and KS4, with middle leaders being called to account for the rigour of the assessment process (including scrutiny of assessment tools and standardisation procedures) to ensure that tracking data is robust. CRI reported that the data presented to this meeting can therefore be relied upon to be an honest picture of learners' progress, and that grades are not being inflated.

b) formal 'Assessment Weeks' are in place for all year groups x 3 times a year, underpinned by a new Assessment Cycle (Test – Standardise - Mark/Assess – Analyse – Action). All subjects have time allocated to focus on standardisation in the marking of assessments. Cross-school standardisation is also taking place. The ten-week assessment cycle provides an appropriate timeframe in which to assess the impact of interventions at the next data capture.

c) the meeting discussed how the Look Up Tables will be applied to any student (or groups of students) at any assessment point to make a judgement as to whether the student(s) are on track to make 'Expected Progress' with reference to their KS2 levels. It was noted that CRI is able to draw upon a network of schools across the country in order to refine and develop assessment practice for life after levels.

d) in response to questions in the meeting on key priorities in the period to the next data capture, CRI reported that improving rates of progress in Years 8 & 9, focusing particularly on English and Maths is a priority. Heads of Faculty will continue to be challenged to drill down in the data for Year 11 to focus more on individual students to improve outcomes in 2016.

e) ACO reported on changes to the timetable implemented from January (2016) which have enabled improvements in KS4 Maths, English and Science, as well as addressing some parental concerns about provision.

f) ACO reported that all staff (including support staff) are aware of the need to improve outcomes for students this year. Colleagues are engaging with the school to school commissioned from local and regional networks. SLT are mindful that morale of staff and students is a key issue for the college at the present time. The college has commissioned 'The Art of Brilliance' to run a session for staff on 16th March.

3.3 Noted:

a) the data presented for **Maths** was reviewed in the meeting.

b) that the Year 7 percentage figure for 'Expected Progress' was 67% as against the national average of 66%. It was noted that Maths is the only subject where this is the case.

c) the meeting discussed the trend shown by the data for rates of progress to slow in Years 8 and 9 and the reasons for this. It was noted that the college has introduced more testing under examination conditions at KS3 to prepare students for their KS4 experience.

d) ACO reported that ABA is focusing on the level of challenge in lessons across the college with a view to ensuring that all lessons have an appropriate, relevant level of challenge within a culture of high expectations. CRI reported that staff would be challenged at Wednesday's staff meeting to identify poor performing student(s)/group(s)/year(s)/Pupil Premium as well as high attainers who are not making the progress expected.

e) ACO updated the meeting on external support commissioned from Ian Taylor, maths and numeracy expert, who has a record of success nationally in supporting schools. ITA is working with deliverers of maths across all three schools on campus. The cost of this support is being subsidised by the Local Authority with the remainder split across the three schools, and includes access to high quality curriculum resources and free training for colleagues who are non-specialist deliverers of maths. The meeting discussed the vision to create a maths environment.

3.4 Noted: in discussion:

a) the data presented for **English** was reviewed in the meeting.

b) CRI reported that the introduction of the new GCSE specification will make it more difficult to achieve the higher grades.

c) the college invested in sending the English mocks to be independently marked by an organisation allied to WJEC. CRI confirmed that the English Department has acknowledged the value of this exercise as the returned scripts were very well annotated and the comments would be used in feedback to students.

3.5 Resolved:

a) that the 'look-up tables' should include progress by gender.

ACO/CRI

b) NPO thanked CRI on behalf of the meeting for the work undertaken and ongoing to develop the assessment and tracking systems. The LTB felt assured of the current position on the basis of the data presented to this meeting and the actions for improvement.

c) it was agreed that student progress should be a standing item on LTB agendas with CRI invited to attend future meetings.

4. **Pupil Premium Update**

4.1 Received: anonymised, Pupil Premium (PP) progress data was distributed in the meeting. The data was reviewed in the meeting.

4.2 Noted: in discussion of the data:

a) the data shows that the PP cohort out-perform PP students nationally, with PP students across subject ranges and year groups doing well.

b) the meeting discussed the Year 11 cohort data. It was noted that 25% of students are now being educated off-site through a vocational pathway delivered in partnership with Skillforce. The programme is supporting these students to achieve basic qualifications to enable them to go on to an apprenticeship or college course.

c) that SEN status was included in the data as previously requested by the LTB.

4.3 Resolved: the meeting thanked CRI for the PP update.

CRI left the meeting.

5. Minutes of the Previous Meeting

5.1 Received: the Minutes of the meeting of 16th November 2015.

5.2 Resolved: to approve and sign the Minutes as a correct record.

6. Matters Arising

6.1 a) Minute 3.3 (a) – Working At Grade: it was agreed that CRI should be asked to provide this for circulation to the LTB. SWE

b) Minute 6.1 (a) – Attainment Ladders: this was noted as a carry-forward action. HRU

c) Minute 6.1 (b) – Staff Learning Triads: ACO confirmed that ABA has been asked to take forward re-establishment of the Learning Triads.

d) Minute 6.2 (b) – Communication with parents around target setting: the meeting discussed holding information sessions for parents at which subject co-ordinators could explain the basis on which targets are set. It was suggested that this could be arranged for the next Parents' Forum to be held in March. ACO reported that the Parents' Forum in December had generated a number of enquiries from parents willing to contribute their skills and expertise to support the college and improve communications with parents. It was agreed that it would be very useful to harness these offers of support and that ACO should take these forward. ACO

e) Minute 7.2 (c) – Parents' Evening: ACO reported that issues arising from the Year 7 parents' evening reported to the last meeting had been discussed at SLT. It was proposed to rejig the schedule for the parents' evening to hold it earlier in the year. This prompted discussion in the meeting of ways in which the LTB can increase its visibility and engagement with parents which should be returned to at a future meeting.

f) Minute 12.2 (a) – Safeguarding Audit 2015-16: FTH reported that the audit had been submitted by the 18th December (2015) deadline.

7. Improvement Priorities

7.1 Received: the updated CIP, RAGed to indicate progress against priorities, together with the LTB monitoring plan. The documents were reviewed in the meeting.

7.2 Noted:

a) various amendments to the RAG rating of the CIP were suggested in discussion. It was agreed that these should be actioned by ACO in updating the document.

b) the meeting discussed current arrangements for the delivery of PSHE and SMSC and the desirability of designing a programme for longer-term impact and sustainability which would reflect the ethos and values of the college. The programme overall would benefit from appointment of a champion internally, to coordinate and deliver the programme.

c) that a shared Family Support Worker has been appointed to work across the three schools. ACO reported that the trust had explored appointing a shared School Nurse but an approach to the School Nurse Service had been unsuccessful due to lack of capacity.

d) ACO invited the LTB to monitor faculty improvement plans, focusing on how data is being used to inform intervention planning for all students (SEND and PP).

7.3 Resolved:

a) that ACO should action the amendments to the CIP agreed in the meeting. ACO

- b) that the LTB should monitor faculty improvement plans in February (date to be agreed). ALL
- c) that ACO should develop costed options for the future delivery of PSHE and SMSC and bring a report to a future meeting. ACO

8. Monitoring

- 8.1 Received: the LTB report on review of behaviour (30th November 2015).
- 8.2 Noted: the meeting discussed some further, focused, monitoring activity around behaviour, including sample interviews with teachers, students and parents, around implementation of the behaviour policy so far, impact on classroom behaviour/teaching, homework experience etc. The LTB should also look at behaviour data captured by SIMS as discussed at the previous meeting. This could be timetabled in term 4. The meeting again reiterated the suggestion for a considered, layered approach to behaviour management, allowing for a reflective process at all levels.
- 8.3 Resolved: senior management were invited to respond formally to the report at the next meeting and provide an updated analysis report of behaviour data. LAT

9. Principal's Report for January 2016

- 9.1 Received: the Principal's Report for January 2016 as previously circulated, summarising actions taken to address priorities for improvement since the last meeting
- 9.2 Noted: items in the report had been covered earlier in the meeting. The external reviews commissioned for terms 3 & 4 were noted. The meeting reviewed the reports from the external reviews commissioned in December, noting that there was a strong correlation between all reports, which commonly recognised that, whilst some progress had been made in improving behaviour, policy and practice required further refining.

10. Safeguarding

- 10.1 Noted: FTH confirmed there were no significant items for report to this meeting from the Action Plan.

11. Chair's Report

- 11.1 Noted:
- a) NPO sought the views of the meeting on whether email communications from the chair are a useful mechanism between meetings for keeping members up to date. It was agreed that these should continue.
- b) the meeting discussed action to be taken in response to a parent complaint.

12. Date of Next Meeting

- 12.1 Noted: that the LTB would meet on Wednesday 2nd March 2016 at 6.00pm in the Boardroom.

Meeting closed: 8.15pm