



**CHESTERTON  
COMMUNITY COLLEGE**

**Chesterton Community College  
Teaching and Learning Committee  
Minutes  
01 July 2015**

**Present:** Shelley Lockwood (chair), Lucy Scott (Head), Roger Mann, Simon Peyton Jones, Katherine Hutchinson, Andrew Kennedy, Lucy Lewis, Kirsten Branigan, Erinn Heggan, Donna Young and Richard Auffret.

This Meeting was quorate of 8 Governors out of 11 present. Quorum is a minimum of 4 Governors.

- 1. Apologies:** Rolf Purvis sent his apologies and was unable to attend tonight's meeting.
- 2. Declaration of Conflict of Interests:** None declared other than previously stated.
- 3. Register of Business Interests:** None Declared.
- 4. Minutes from the last meeting:** These were agreed by all Governors and signed by the chair as a true record.
- 5. Matters Arising:** It was agreed that the policy for supporting students with medical conditions should go to Pastoral.

**Action: Clerk to add to Pastoral agenda.**

- 6. Classroom Displays:** DY explained the new procedure for classroom displays. The year started with complete blank canvas in every classrooms with clean, crisp walls. DY explained that every faculty has been given a task to come up with imaginative displays for their classrooms. The cut off point for this is October half term. DY went on to explain how different faculties have come up with different ideas of how best to action this.
- 7. Literacy Spotlight:** This was explained by EH in great depth. Ofsted requirements was discussed and EH explained what had been achieved this year within 3 terms. Faculties were initially working on 3 focus points pre starters, making literacy more high profile in lessons and feedback. Faculties were given the term to work on common approaches to use in lessons with a focus on keywords, approaches to reading texts, communication, development of written skills and exam literacy for all year groups. It was explained how feedback books have become a good way of monitoring this. EH went on to explain how it is evident that literacy has become a focus for faculties and some excellent practice has already been taking place. Faculties are continuing to develop or have fully put in place common approaches and literacy strategies into teaching and learning.
- 8. Curriculum Update:** RA gave an update on the curriculum and explained how the curriculum is designed so that each student has access to a curriculum which will enable them to make the most possible progress during their time at Chesterton. The Curriculum will change every year with continuous improvements. RA went on to explain how one improvement is the new partnership with CRC (14-19 CRC Partnership) this is

offered to students with a desire to focus their studies on a more vocational pathway. It was discussed how AC lessons would have lessons of different lengths ranging from 25 to 200 minutes to keep concentration. RA went on to explain how the strongest teachers from faculties would be linked to weakest classes and there would be little teaching outside of specialism. It was also discussed that there would be stronger links between Chesterton and the primary schools and between data and planning. Heads of faculties and teaching staff meet regularly to develop and consolidate their understanding of the Curriculum structure. RA explained to the committee how the full curriculum statement is available on our website.

**9. Data Update:** RA spoke about the online data system and what is on the system and how it is used. Students will start at the predictive level so we can see a development. Teachers can update information on the system such as test results or any feedback they feel is relevant and then students progress can be monitored. RA explained how using this system will enable us to see how well both PP and other learners were developing and if they are developing at the expected level. Information such as attendance and behavior will be updated and this can be used to determine if this is a factor in students learning and level of development. possibility of parents logging in in the future and governors questions if the possibility of students having access could be discussed.

**Action: Data update will be a standing order and added to every agenda.**

**10. Pupil Premium:** This had been covered during the meeting with the tracking and progress of Pupil Premium students discussed fully in the Data update. Pupil Premium monitoring will be included in future meetings as part of the standing order 'Data Update including pupil premium'.

**11. Preparation for Ofsted:** LS explained ofsted training feedback to committee. The report was read through with committee explaining how ofsted gather their information. LS explained the reports that would now be used going forward to record data which look exactly the same as the ones used by Ofsted. LS explained that this would be spoke about in more depth at the next FGB meeting and will be a standing item on every agenda

**12. Policy Reviews:**

- **Homework Policy (2012-2013)** Some minor adjustments made to this by RP. Committee agreed all was ok.
- **ICT Acceptable Use:** KH had some amendments to the policy.

**Action: Homework policy to go to FGB. ICT policy to go to RK to be looked at and added to next T&L agenda.**

**13.A.O.B:** New policy on Ofsted report that was sent out to Governors for next meeting.  
Grouping and setting policy for next meeting.

**Action: Clerk to add to next agenda**

**14. Date of Next Meeting 21<sup>st</sup> October 2015**

Meeting closed at 5.45pm.