

Chesterton Community College
Teaching and Learning Committee
Minutes from the 29th June 2017

Present: Roger Mann (RM), Simon Peyton-Jones (SPJ), Katharine Hutchinson (KH), Lucy Lewis (LL), Donna Hubbard-Young (DHY), Clare Hargraves (CH), Morag Morrison Helme (Chair) (MMH), Luke Tunmer (LT), Peter Rodgers (PR), Lucy Scott (Head) (LS), Suzanne Izzard (Clerk) (SI).

1. **Apologies:** Simon Peyton Jones and Colleen Lehane.
2. **Declaration of Conflict of Interest:** None.
3. **Register of Business Interests:** None.
4. **Minutes from the last meeting (16/03/2017):** There were slight amendments, these were actioned and were signed as a true record by the Chair.
5. **Matters Arising:** All completed.
6. **Policies:** SEND Policy: There were some minor amendments to make regarding layout. The governors were happy for this to be circulated via email once completed and then go to the FGB for ratification.
7. **Student Council:** To be postponed and go on the next agenda.
8. **Careers:** DHY (line manager of Careers) gave governors an over view of the team. Erinn Heggan is the lead with Carrie Carter being 2nd in Careers. Michaela Eschbach is the link governor. It was explained to governors, that it is important that all students have access to independent advice and guidance. It's important that children are well prepared for the next stage in the lives both in education and career. Governors questioned external guidance to which DHY explained that funding's been cut in all schools but we are still required to provide external independent advice. When this stopped we made a financial decision to keep this going for students. Post 16 evenings were discussed and the importance of having staff around on results day. Erinn Heggan is on hand at results day to be the broker between students and colleges. DHY also added that careers doesn't have to start until year 8 but we start in year 7. DHY read through feedback that was produced by Erinn Heggan and spoke about the different things each year group do. There is also a whole school careers booklet in tutor time. Michaela (link governor for careers) spoke to the committee in depth about how different skills can be a determine factor in what students go on to do. It was agreed to invite Michaela along to T&L committee's when careers is on the agenda. It was also

mentioned how staff accompany students to post 16 days and college taster days so they can feel more confident in talking to people.

Action: DHY to send round careers booklet to governors.

9. **SEND Review Findings:** LS spoke to the committee about the recent SEND review that was conducted by Dr Frances Tornby. The proposed provision for next year was discussed and governors were happy with the plan for September. Governors were pleased with the outcome of the review and stated that they thought this was very valuable.

10. **Agenda Items for next Year:** A rolling rota was discussed so we ensure that all departments visit the committee. Governors suggested that it would be a good idea to include the Chesterton Reports that correspond with the department talks.

Action – SI to produce a rota for department visits to T&L meetings.

11. **OFSTED Preparation:** LS spoke to the committee and stated that we have no news and are still waiting for a call.

12. **Pupil Premium:** The proposed structure for next year was discussed and the new appointments that have been made for September to help support students. We have employed a new Learning Mentor and Progress Support Worker.

13. **AOB: None.**

14. **Date of the next meeting: TBC**

This meeting finished at 5.20pm