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| **Governor Services: Education, Quality and Performance Services**  **CHADWICK HIGH SCHOOL (01149)** |

Minutes of the Curriculum, Standards and Effectiveness sub-committee meeting held via Zoom on Monday 8 February 2021 at 4pm.

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| **Present:** | |  | **Professor A C Gatrell (Chair)** | |
|  | |  | **Mr A Jarman** | |
|  | |  | **Mrs K Jarman** | |
|  | |  | **Mr A Murray (Headteacher)** | |
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| **Also Present:** | |  | **Mrs M Cullen (Committee Adviser)** | |
|  | |  | **Ms D Gudojc (Assistant Headteacher - Observer)** | |
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| **21.01** | **Apologies for Absence** | | |  |
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|  | Apologies for absence were received and accepted from Mrs M Chambers, Dr A Magee, Mr R Slaughter, Mr D Grist, and Mr A Smith. | | |  |
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| **21.02** | **Declaration of Interests** | | |  |
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|  | There were no declarations of interest. | | |  |
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| **21.03** | **Minutes of the previous meeting** | | |  |
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|  | It was agreed that the minutes of the meeting held on 12 October 2020, having been circulated, be approved as a correct record. | | |  |
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| **21.04** | **Matters Arising from the Minutes** | | |  |
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|  | **Appraisal/coaching model feedback (min 20.48 a) management committee meeting refers)**  Mr Murray explained that this had been put on hold due to COVID-19 and would resume once all staff and students were back in school full-time | | |  |
| **21.05** | **COVID-19 Contingency Planning** | | |  |
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|  | Mr Murray reported that the response of the staff had been outstanding.  All teachers were working remotely from home but they had adapted well to remote learning and had set up the Lateral Flow Testing facility.  Support staff were in school on a rota to minimise the number of staff in the building and a space was available in school for every student who wanted it.  Members noted that in accordance with DfE guidance, staff were being COVID tested twice weekly. | | |  |
| **21.06** | **Curriculum** | | |  |
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|  | Mr Murray reported that there had been no changes to the curriculum offer.  Any student could access the curriculum they wished to choose. The school now had a great curriculum that offered access to a variety of vocational qualifications.   * All students were doing BASICS 1. This was at least 2 GCSE's including English and Maths. * 49% of students were doing BASICS 2 – at least 5 GCSE's including English and Maths. * 40% of students were doing Progress 8 subjects * 8% of students were on the full time Military Preparation Course including English and Maths * 2% of students were on bespoke high support   Members noted that a student maths teacher from Edge Hill University had already started and a science teacher was due to start. Two trainee social workers were also working in the school as Teaching Assistants. | | |  |
| **21.07** | **Pupil Progress**  Mr Murray reported that year 11 students were continuing to be assessed whilst home-learning, and they had been advised of the importance to engage in lessons, complete the work that had been set and attend school. Students had been reminded that if they engaged, they had a better chance of getting a good grade.  Four pieces of their work would be put in a portfolio. These should be professional looking and well presented as they would be used as evidence in cases of grading appeals**.**  Members noted that assessments would be undertaken in May which would be moderated by McKee. Parents and the exam boards would be notified of the results. Appeals would be dealt with in June and the student's portfolio of work would be used as evidence to justify the grade awarded.  **Members asked if parents were kept up to date with the level of progress being made throughout the year**  Mr Murray confirmed that parents were notified of progress and there would be an opportunity later this term for parents to have a virtual meeting with staff, to discuss progress and raise any concerns.Parents and students were made aware of any problems and difficult conversations were had when necessary so that there would be no surprises.  **Members asked if CAG was a national system**  Mr Murray explained that it was a system that he had developed and was similar to what other high schools used. It was a robust, clear system. Guidance on the Centre Assessed Grades had been circulated to members prior to the meeting.  Members noted that the grade submitted to exam boards would be based on Centre Assessment Grades and an adapted examination set by the exam boards, but marked by school staff and moderated by the partner school, McKee.  Parents would have the right to appeal the grade awarded. After the appeal window closed, the grades would be submitted to the exam board.  The CAG portfolio would be vital in supporting any appeal.  Members noted the estimated Timescales:   * Teaching content – January to May * School exams – May * School based Marking – May * Moderation window – May * Parents Appeals Window - June * Results submitted to exam board – July   Mr Murray highlighted that there was a long appeals window, which suggested that there may be a lot of parental challenge, which is why a bullet proof portfolio of evidence would be required.  **Members asked about the exams that would be undertaken in the summer term**  Mr Murray explained that the results of the recent consultation were due to be released, but it was not yet known how exams/assessments would be undertaken this year. | | |  |
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| **21.08** | **Pupil Attendance, Behaviour and Discipline** | | |  |
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|  | Attention was drawn to the termly attendance and behaviour report circulated in advance of the meeting.  Members noted that the attendance rate was 78%. This was the best attendance rate ever.  Half day exclusions were proving to have a positive impact on attendance and behaviour, and the number of exclusions had dropped significantly, in comparison to historical data. All exclusions were dealt with by the Headteacher or Deputy Headteacher.  The students enjoyed being in school and the school's strategies for managing behaviour were effective.  **Members asked how the provision had been altered to prevent exclusions**  Mr Murray explained that the students' individual needs were assessed and alternative provision put in place which would help them succeed, including vocational opportunities. | | |  |
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| **21.09** | **School Improvement Plan/SEF** | | |  |
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|  | Members received an update on the priorities of the School Improvement Plan 2020/2021  Broadening the curriculum offer – All students had a broader curriculum offer and there was closer scrutiny of off-site students. More students were taking more accredited courses.  Growth - The school had capacity for 80 students onsite and all students could access 5+ GCSE's. This had been achieved through a combination of repurposing rooms, redefining provision and timetabling.  KS3 – 16 students – Shorter term placements with high turnover  KS3 Medical – 8 Students – the offer of free AP medical placements for 6 weeks  KS4 – 40 students  KS4 Medical – 16 students  Offsite AP – additional students – 6  The Medical Unit had moved to the new building allowing for increased capacity. This was in response to meeting a local need from mainstream schools who were unable to get desperately needed CAMHS support. The medical unit was able to provide specialist support until a CAMHS appointment was available. Members noted that sadly the demand for mental health support was likely to increase due to the effects of COVID-19.  **Members asked for an update on Work Scrutiny**  Ms Gudojc reported that a scrutiny on e-learning was due to be undertaken, and a report would be produced for discussion at the next meeting. Lessons were being regularly monitored. The results of an e-learning survey had highlighted that students wanted to learn and achieve. Their favourite subjects included art, maths and science.  A copy of the survey results would be forwarded to Mrs Jarman. | | | **Members** |
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| **21.10** | **Review of Committee Related Policies** | | |  |
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|  | There were no policies to review this term. | | |  |
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| **21.11** | **Confidentiality** | | |  |
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|  | Members confirmed that matters discussed were confidential to the meeting.  The committee considered whether any items discussed were required to be recorded in the minutes as confidential; that is, that should not be made available to the general public should a request be received to view meeting papers. There were no items deemed confidential. | | |  |
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| **21.12** | **Date and Time of Next Meeting** | | |  |
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|  | The next meeting of the committee would take place on Monday 17 May 2021.  Mrs Jarman would consult members on changing the time of meetings, and this would be confirmed at the Spring term full committee meeting. | | | **Mrs Jarman** |

The chair thanked members for their attendance and closed the meeting at 5.30pm.