

Cardinal Newman Catholic School
 Minutes of the Achievement & Standards committee
 Meeting Date: Tuesday 19 January 2016 in NF3
 Meeting Time: 16.30 hours

Attendees	Initials	Role	Attendees	Initials	Role
Louise Hulton	LHu	Chair Foundation Governor	Roger Galvin	GN	Staff Governor
Kerry Clarke	KC	LA Governor	Annette Kelly Deputy Head	AK	Co-opted staff
Sandra Murphy	SM	Parent Governor	Graham Goldup Snr Asst Head	GG	Co-opted staff
			Claire Jarman Deputy Head	CJ	Co-opted staff
Apologies			In attendance		
Claire Webster	CW	Foundation Governor	David Harvey	DH	Temporary clerk
Kate Forbes Asst Head	KF	Co-opted staff			

**The agreed quorum for this committee is 3 governors of whom
 2 are not employed by the school - the meeting was quorate**

Agenda Item	Discussion and Decisions	Action
1.	Opening prayer - The meeting was opened in prayer by RG.	
2.	Apologies Apologies were received from Claire Webster and were accepted. Also not present was Kate Forbes.	
3.	Freedom of Information reminder Governors were reminded that business should be conducted in an open way which stands up to public scrutiny and that all non-confidential minutes would be published on the school's website.	
4.	Declarations of pecuniary and other interest There were no declarations of interest.	
5.	Minutes of the meeting of 6.10.15	

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	<p>The minutes were agreed as an accurate record. Matters arising: -</p> <p>5. 1 Re-circulation of the questions posed by Rita Garner before she stepped down regarding the issue of income and expenditure projections for the VI Form which had been raised at the FGB on 17/3/15 – to be done.</p> <p>5.2 IAG update – GG spoke briefly of employment pathways and employability conference initiatives.</p> <p>5.3 Establishment of a Careers Review Group – the Chair stated that arrangements were yet to be confirmed. In addition, the careers page on the CNCS website had not yet been done. AK suggested that this group meet twice a year and asked for a governor to volunteer serving on it.</p> <p>5.4 Terms of Reference – amendments yet to be actioned.</p> <p>5.5 Check and circulation of information on school policies – to be done.</p>	
6.	<p>Exam results & RAISEOnline</p> <p>6.1 AK circulated a RAISEOnline report to governors, containing key messages on the 2015 results and detailed (unvalidated) data sheets on basic characteristics; absence and exclusions; destinations; attainment (Key Stages 3 & 4); progress measures value added; expected progress (English & Maths) and closing the gap (KS4).</p> <p>6.2 AK drew attention to strengths, that when the whole cohort was measured the school was above the national average. PM added that, on value added, the school was significantly above the national average. Although the value added figures were good, in some areas PM acknowledged they could be better.</p> <p>6.3 PM also drew attention to percentages on Maths and English being higher than the national average. PM added that science, languages and humanities were stable.</p> <p>6.4 However, PM acknowledged that disadvantaged (pupil premium) students had done badly, with the gap widening with non-disadvantaged. There were also anomalies in the data, in that if just one student was absent from school, this would have an adverse statistical effect on eight who had worked hard.</p>	

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	<p>6.5 The Chair commented on the results being behind, the change in rules, the widening gap, the adequacy of exam practice and the student council role. The Chair also noted that there was a need to calculate the real score (with regard to the problem caused by non-attendees), to see what impact interventions were having in practice.</p> <p>6.6 Staff governors stated that:-</p> <ul style="list-style-type: none"> • Year 11 attendance for last year had been examined in detail. When disadvantaged students attended, they did well. • Next year, the school would not have study leave period, instead moving straight to GCSEs. • There was a need to look at disadvantaged students in the same way as special educational needs (SEN); i.e. look at their individual needs. • There would be mock English and Maths exams at the end of February, identifying the effect of disadvantaged students. <p>6.7 PM added that lead teachers would focus more on disadvantaged students and teaching & learning; offering additional tuition where it was needed. Teachers (and pastoral leaders) would be allowed more time, so their teaching hours would be reduced – all geared towards Years 10 and 11.</p> <p>6.8 Finally, PM confirmed that he would lead on disadvantaged students and interventions; CJ on teaching & learning.</p>	
7.	<p>Maths and English</p> <p>7.1 The Chair noted the drop inthat Maths and English results <u>remained an important focus for the Committee</u> and so wanted <u>its attention to continue</u> the focus now to be on these two subjects. CJ reported that a lot more monitoring had been done after the mock exams, with a close scrutiny on English. These had raised concerns, so these groups were being given support.</p> <p>7.2 PM then gave a detailed presentation of proposed timetable changes, essentially increasing the number of periods for Maths and English from Years 7 to 9; also reducing class sizes from 30 to 20</p>	

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	<p>students.</p> <p>7.3 CJ reported speaking to parents about a school model on structured homework activity. The idea was to have parents do this work with children every week, with the school checking it when done, for Years 7 and 8.</p> <p>7.4 In terms of contact with parents, the Chair suggested reviving the Parent Teacher Group initiative with visits to parishes arranged. This would help build relations with local feeder schools.</p>	
8.	<p>School development plan (SDP) - (student progress section)</p> <p>8.1 CJ stated that the four OfSTED categories would be led by deputy headteachers; she would do the teaching, learning and assessment (TL&A) one. CJ reported compiling the TL&A part of the (new) SDP, drawing on model categories of other schools as a guide. Governors would be able to look at this draft shortly.</p> <p>8.2 The Chair looked forward to holding a meeting to discuss the SDP process, to cover long term strategising. Governors added that there should be clear roles for governors identified in the four OfSTED categories. CJ expected that governors would want to link together to deal with the priority areas.</p>	
9.	Pupil Premium – no further discussion.	
10.	<p>AOB</p> <p>10.1 AK thought that the next meeting (9 February) could look at the mock results. The Chair felt there should be an OfSTED discussion and a pupil premium update as well. PM undertook to provide a draft budget too.</p>	
11.	Date of next meeting – Tuesday 9 February 2016 at 16.30 hours	

Signed Chair

Date.....

Papers attached to the minutes

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1. Minutes of the meeting on 6 October 2015
2. RAISEOnline data pack

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