

Rye College Learning and Teaching Board

13 June 2016

MINUTES

A meeting of Rye College Learning and Teaching Board was held on Monday 13th June 2016 at 6.00pm in the Boardroom.

PRESENT: Hazel Russell (HRU) [in the Chair]; Ann Cockerham (ACO), Sally King (SKI), Francine Thomson (FTH), Max Victory (MVI).

APOLOGIES: Nicola Podd (NPO).

In Attendance: Colin Riggs (CRI), (for student progress and attainment update); Sally Welch (SWE) [Clerk].

ACTION BY:

1. Declarations of Interest

1.1 Noted: that there were no declarations of interest in relation to the business of this meeting.

2. Student Progress and Attainment

2.1 Received: the latest summary tracking data on student progress was distributed in the meeting. The data was reviewed in detail in the meeting.

2.2 Noted: in discussion:

a) the meeting reviewed the latest predictions in comparison to last year actual results. A 'worse case' analysis if all 'minus' grades fall to the grade below – e.g. B- becomes C+ - indicates that headline measures are not expected to fall below floor target (5A*-C EM & Basics). In response to challenge, CRI confirmed the college is confident that the data presented is realistic.

b) the Progress 8 prediction (0.34) was discussed as this is the relevant progress measure against which the college will be judged. CRI reminded the meeting that 70% of the current Year 11 cohort are not following an Attainment 8 pathway. This improves in current Year 10 where 98% of students are following an Attainment 8 pathway.

c) the position of English and Maths in comparison to national average was noted. The college will report against Basics (English & Maths at grade 'C' and above).

d) progress data for Year 11 Pupil Premium (PP) was presented with the addition of the information requested at the last meeting in relation to in-year admissions. It was noted that 40% of the group are in-year admissions (40%). 37% of students not predicted to achieve the Basics are in-year admissions. The PP gap (approximately 30% against 28% national average) is anomalous when compared to other year groups – e.g. 10% PP gap in current Year 10.

e) CRI was asked about evidence to show the impact of interventions. Take-up of 1-2-1 tuition continues to be strong. There is also evidence to suggest that changing students' mind-sets and attitudes has a positive impact on attainment. It was noted that CRI is preparing a number of case studies for Ofsted which will be made available to the LTB. The LTB suggested that further analysis should be undertaken to identify strategies it could be useful to introduce for year groups further down the school.

f) the meeting invited an update on the GCSE examinations which were reported to have begun well. The attitude and focus of the Year 11 students has been excellent. SLT have pursued a deliberate strategy of encouraging staff to nurture students and ensure they feel cared for. Revision sessions and master classes have been well-attended. The meeting congratulated all staff for their commitment to supporting the students.

CRI

g) a new, whole-school, reporting framework ('Achievement Pack') was introduced in the meeting. In reviewing the data, the meeting challenged actions to address the gender gap for next year's Years 9 & 10. Progress of high attainers (Level 5 on entry) was noted to slow down in Years 8 & 9. As discussed on previous occasions, raising expectations and the level of challenge in KS3 to prepare students for work at KS4 is a focus for improvement.

h) CRI reported that the data capture regime from next year will move away from three data capture points to one date for all students. Teachers will be able to input data at any point before the window closes. In response to questions in the meeting on the impact on teachers' workloads, CRI confirmed that teachers voted for the change.

i) senior staff time involved in producing the Achievement Pack was discussed in the meeting. MVI offered to review processes to see whether this can be reduced. It was agreed that CRI and MVI would liaise to set a meeting. MVI was thanked for his support. CRI & MVI

2.3 Resolved:

a) that October 2015 predictions should be added to the Year 11 PP cohort data to evidence the impact of interventions on student progress. CRI

b) the meeting thanked CRI for his work on developing the Achievement Pack and his input to the meeting. CRI

CRI left the meeting.

3. Minutes of the Previous Meeting

3.1 Received: the Minutes of the meeting of 20th April 2016.

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

4. Matters Arising

4.1 a) **Minute 7.1 (b)**: SKI & MVI confirmed teachers' use of 'Show My Homework' (SMH) is becoming established.

b) **Minute 10.3 (b)**: ACO reported that MTO & MCO will attend the next LTB meeting (18th July 2016) to present on SEN funding. ACO

c) **Minute 11.2 (a)**: (carry forward action). Members were reminded to send any suggested updates on the LTB Monitoring Plan to NPO. ALL

5. LTB Monitoring

5.1 Noted:

a) as agreed at the last meeting, the foci for monitoring are:

- **Homework**: talk to students about their experiences of homework; triangulate through reviewing content on the 'SMH' portal. It was also suggested that a demonstration of 'SMH' could feature in a Parents' Forum meeting to invite parents' experiences of using the portal. (ACO confirmed CRI as the link contact).
- **Appraisal**: talk to sample group of teachers selected to represent different career stages about their experiences of appraisal; triangulate through cross-checking impact of CPD on observation ratings and talk to students about their experience in the classroom. ACO suggested that the sample group of teachers could include staff who have completed the MPQML (to assess course impact), Heads of Faculty, newly qualified teachers and teacher(s) who have recently gone through the threshold. It was also suggested that the monitoring could look at the impact of external support commissioned for English. (ACO confirmed ABA as the link contact).

b) HRU consulted members in the meeting on their availability and the suggestion that the visits be undertaken in monitoring pairs. It was agreed to look for a visit date on a Thursday afternoon before the end of term. HRU was thanked in the meeting for volunteering to coordinate arrangements.

HRU

6. Rye College Improvement Plan

6.1 Received: the updated CIP, RAG'd to indicate progress against priorities (latest update 11th June 2016). ACO confirmed that the RAG rating had once again been done in collaboration with SRU who provides external validation of the college's self-evaluation.

6.2 Noted: in discussion of the CIP:

a) that the latest assessment data had not been available in time for this latest RAG rating and would be added to the next iteration of the document (p.6).

ACO

b) that the present RAG rating of bullet point 6 (p.8) in reference to SEN funding would be addressed via the report on SEN funding to be brought to the next meeting.

c) ACO reported that the Humanities team is just completing a very successful programme of teaching across the college age range to raise awareness of radicalisation. The team has used resources from the DfE's website *Educate Against Hate*. It was noted that the need for this work had previously been identified by the LTB. The relevant bullet point (11 on p.8) was now RAG'd as green to reflect this provision. The amendment was accepted by the meeting which requested that a student group be invited to present to the next meeting on their experience of the programme in order for the LTB to evaluate impact.

d) it was suggested in the meeting that the action on p. 9: *'triads established across our three schools to offer support and challenge across the LTBs. Training in place to support new roles'* should be amber not green as the triads are not embedded. It was agreed to amend the document accordingly.

ACO

e) updating of the LTB Monitoring Plan (pps. 24-25) was required. (see Minute 4.1 (c) above).

ACO

NPO

f) it was noted that MVI had helpfully advised ACO on improvements to the format of the CIP which would be adopted in writing the CIP for 2016-17.

6.3 Resolved: to agree the CIP, subject to the above amendments.

7. Principal's Report for June 2016

7.1 Received: the Principal's Report for June 2016 as previously circulated, summarising actions to address priorities for improvement since the last meeting

7.2 Noted:

a) ACO reported on the telephone conversation with DfE Advisor Val McGregor on 4th May (2016) which was noted as both helpful and constructive. The college had provided Ms McGregor with up to date data on students' progress, students' attendance, the quality of teaching and progress with the actions for improvement identified during the 8th February (2016) Monitoring visit. The meeting was pleased to note that the verbal feedback was positive in acknowledging good progress since the monitoring visit in February.

b) the DfE have informed ACO that Ms McGregor will be coming to Rye on 14th July (2016) to undertake a monitoring visit of both Rye College and Rye Studio. The visit to Rye College will focus on progress with the action plan for improvement since April 2016 and a review of leadership arrangements for Rye College and for the Trust. The visit to Rye Studio will focus on student progress and standards, including teaching and leadership, student outcomes and data. Prior to the 14th July visit, the college will also be receiving a Local Authority monitoring visit on 22nd June (2016).

(Clerk's note: the trust has since been notified that the 14th July monitoring visit will include RCPS. Ms McGregor has asked to meet JHO, conduct a learning walk with pupils' work available, and receive SEF, SDP and progress data in advance of the visit).

c) future leadership arrangements were discussed as set out in the report.

d) changes to the Humanities curriculum from next year were discussed. GCSE Sociology will no longer be offered as an option at KS4 from September 2016. RE will not be taught on a weekly basis but will be timetabled as whole day termly events to enable students to engage in deeper learning about other cultures and beliefs. These changes will reduce staffing requirements in Humanities ensuring that all students are taught by qualified teachers. The curriculum offer will be reviewed again during the course of the next academic year.

e) growing demand for places in current Year 7 & 8 will require the college to add another group in each of these years for the next academic year. New appointments from September 2016 were noted as set out in the report. Leadership of the Maths team for 2016-17 will be the joint responsibility of SES and JTR.

f) intake for Year 7 in September 2016 has settled at around 141 following appeals. This is twenty-four (24) more students than in September 2015 and covers over twenty different primary schools between Hastings and Ashford. The PAN remains at 150 and numbers may increase further over the vacation as a result of families moving into the area. It was noted that summer school funding has been cut this year which will necessitate the college having to charge a daily rate to participate. PP funding will be used to meet costs if necessary.

g) the Art and Photography exhibition (private view) has been cancelled due to the long-term absence through illness of the Head of Art. An arrangement has been made to exhibit students' work at Rye Art Gallery instead.

h) the Year 11 Skillforce group have each secured a college place or employment with training for next year. There is capacity within the Skillforce team to work with other students for two days per week until the end of this academic year. The college has identified a group of Year 7 students and targeted students in Year 8 to benefit from this opportunity.

i) other updates were as noted in the report.

8. Safeguarding

8.1 Resolved: to note the following update in fulfilment of Standard 1.1 of Rye College's Safeguarding Action Plan (to provide more information to LTB meetings regarding safeguarding on an ongoing basis):

- Number of students on current CP Plan: 2
- Number of LAC: 5
- Number of Internal Referrals since September 2015: 38
- Number of External Referrals since September 2015 (both DAT and CAMHS, ESCC and KCC): 6 (this figure should have been reported as 5 to the last meeting).

9. Chair's Report

9.1 Noted:

a) HRU updated the meeting on outcomes/recommendations arising from an investigation of a complaint from a parent. These were noted as:

- a general concern about the quality of incident investigation at the college. There is a need for a more methodical approach to be taken towards incident investigation, to ensure all relevant information is captured and documented fully – e.g. a summary sheet should be produced for the purposes of recording the key issues/findings at investigation stage. HRU offered support to review the college's processes and suggest improvements. This was welcomed by the meeting.
- a general concern about the need for awareness raising amongst staff to ensure consistent approaches towards behaviour management which are viewed within the context of the presenting behaviour(s). It was noted that the 1st July INSET will include refresher training for staff on managing students with autistic spectrum disorders.
- provision for students to be placed on part-time timetables was highlighted. The college has explained that special provisions exist for this in the Education Act 2011, which are specifically intended to aid a student's successful return to school.
- a general concern at the lag time for obtaining a formal diagnosis/assessment of needs through the relevant specialist service(s). The absence of a formal diagnosis/assessment should not be a barrier to the college putting in place required support(s).

ACO & HRU

b) HRU and FTH were thanked for their support and would continue to monitor progress.

9.2 Resolved: that the LTB would welcome a report on the number of students placed on part-time timetables in the current year to the next meeting, including the reasons, review process and outcomes, and the educational purposes and benefits of other alternative/off-site provision.

ACO

10. Date of Next Meeting

10.1 Noted: that the LTB would meet on Monday 18th July 2016 at 12:30pm. Meeting venue to be confirmed.

Meeting closed: 7.55pm