



Minutes of Academy Quality Council Meeting

PART 1

Date: Monday 4 February 2019
Time: 6.30 pm
Location: Tomlinscote School, Frimley

Present:

Ray Coyne, (Independent Councillor) (RC) - Chair
Colin Cavan (Independent Councillor)
Helen Ellis (Staff Councillor) (HE)
Rebecca Davis (Parent Councillor) (RD)
Leon Rayner (Staff Councillor) (LR)
Maite Roel (Independent Councillor) (MR)

In Attendance:

Rob Major (Head)
Lindsay Gowland (Clerk)

Apologies for absence:

Muir Laurie, (Independent Councillor) (ML)
Heather O'Connor (Parent Councillor) (HO)

Absent

Philip Mann (Independent Councillor, Vice-Chair)
Annette Sterr (Independent Councillor)

| Minute No | Item | Action |
|-----------|---|---------------------|
| 1 | <p>Welcome, Apologies for Absence, Declarations of Interest The Chair opened the meeting at 6.30pm. Apologies were received and accepted from Phil Mann and Muir Laurie. The meeting was quorate.</p> <p>There were no declarations of interest for specific agenda items.</p> <p>It was confirmed that Helen Ellis' term of office would run until 2021. [Afternote: this was confirmed at the Trust Board meeting on 5 Feb 19]</p> | |
| 2 | <p>Adoption of the Minutes of the Last Meeting The Minutes of the AQC meeting held on 3 Dec 18 were adopted</p> | |
| 3 | <p>Matters Arising (not covered elsewhere)</p> <p>a. Minute 4, Dec 18: SEF Outcomes – as the data had yet to be published, this item would be carried forward.</p> <p>b. Minute 7, Dec 18: Circulation of KCSIE – copies of KCSIE were handed to those present and RM undertook to forward copies to Councillors not at the meeting.</p> | <p>RM</p> <p>RM</p> |

Surrey Heath Education Trust trading as Tomlinscote School & Sixth Form College is a charitable company limited by guarantee registered in England and Wales (registered number 8621310).

Registered office: Tomlinscote School & Sixth Form College, Tomlinscote Way, Frimley Surrey GU16 8PY.

Advice given by Governors at this Academy is incidental to their professional expertise and is not being given in their professional capacity.

Governors should respect the confidence of those items of business which a Governing Body decides and not disclose what individual Governors have said or how they have voted within a meeting.

| | | |
|----------|---|-----------|
| <p>4</p> | <p>Leadership Report RM presented the Leadership Report.</p> <p>In response to a question, RM explained that the curriculum changes had been well received. The staff understood the requirement for the changes and the Year 9 parents had been made aware. RD reported that some parents were concerned that, now that RE was not compulsory, pupils would be doing less GCSEs but the meeting agreed that this was not a concern. Those pupils who had not received a recommendation for MFL but who wished to study one, had been reassured that they could.</p> <p>The proposed changes to the vocational curriculum had been announced and the School was now in a consultation period, involving staff and unions.</p> <p><u>Year 11 Interventions</u> The meeting discussed the interventions in place for the Year 11 students. RM explained that there were so many influences on a pupil that it was hard to discern what difference, if any, the interventions made. The mentoring scheme that had been put in place last year had not appeared to have influenced results.</p> <p>Some interventions were tied to the Quality Improvement Plan and staff had received training on strategies for improving children which were now being implemented.</p> <p>The meeting discussed the importance of having some evidence to support the continuation of the interventions. RM agreed to think of ways that they could be quantified, including feedback from the students.</p> | <p>RM</p> |
| <p>5</p> | <p>SEF 1 & Year 11 Projected Data Tracker The Year 11 Tracking Data for 2017-19 was received.</p> <p>The present Year 11 cohort had disappointing English results and another mock GCSE would take place next month. English and Maths were critical for Value Added and the school was keen to push the results up for this reason, as well as for the pupils' sake.</p> <p>It was noted that a number of the Year 11 pupils had emotional issues which it was difficult for the school to influence and there were 9 pupils with significant problems including long term absenteeism.</p> | |
| <p>6</p> | <p>Roles within the future AQC A report was circulated proposing closer links between councillors and the School, in line with the proposed new OFSTED framework. Councillors would be assigned to key areas:</p> <ol style="list-style-type: none"> a. Safeguarding b. SEND & Pupil Premium | |

Surrey Heath Education Trust trading as Tomlinscote School & Sixth Form College is a charitable company limited by guarantee registered in England and Wales (registered number 8621310).

Registered office: Tomlinscote School & Sixth Form College, Tomlinscote Way, Frimley Surrey GU16 8PY.

Advice given by Governors at this Academy is incidental to their professional expertise and is not being given in their professional capacity.

Governors should respect the confidence of those items of business which a Governing Body decides and not disclose what individual Governors have said or how they have voted within a meeting.

| | | |
|---|---|-----|
| | <ul style="list-style-type: none"> c. Quality of Education- Teaching & Learning d. Quality of Education – Curriculum e. Personal Development f. Behaviour & Attitudes g. Links with the Community and our external outlook. <p>The proposal was supported and it was agreed that Councillors should email RM stating two areas, in order of priority, that they would be interested in working with. RM would allocate an area to each of the non-teaching Councillors and ask the corresponding SLT member to contact them.</p> | All |
| 7 | <p>Feedback from Admissions Consultation.</p> <p>RC, RD and RM had met to consider the consultation responses. There had been 19 positive responses and 2 negative ones. The negative responses concerned the size of the school and the effect on other schools in the area. The other local secondary schools had not objected.</p> <p>The proposal would be carried forward and implemented in Sep 19 for admissions in Sep 20.</p> <p>RM reported that he had not over-offered admissions.</p> | |
| 8 | <p>AOB</p> <p>HE reported that she and LR had held a staff forum where staff could give their feedback to governors.</p> <p>The Clerk reported that she had circulated a digest of DfE updates. A governor voiced concern that parents were still on site in the morning. RM responded that they were regularly challenged. Going forward, the Trust would be investing in the site, including improved security, renovations and car parking.</p> | |
| 9 | <p>Dates of Next Meetings</p> <p>The date of the next meetings were confirmed as</p> <ul style="list-style-type: none"> a. Mon 18 Mar 19 b. Mon 20 May 19 c. Mon 8 Jul 19 <p>There being no other business, Part 1 of the meeting closed at 1940.</p> | All |

Surrey Heath Education Trust trading as Tomlinscote School & Sixth Form College is a charitable company limited by guarantee registered in England and Wales (registered number 8621310).

Registered office: Tomlinscote School & Sixth Form College, Tomlinscote Way, Frimley Surrey GU16 8PY.

Advice given by Governors at this Academy is incidental to their professional expertise and is not being given in their professional capacity.

Governors should respect the confidence of those items of business which a Governing Body decides and not disclose what individual Governors have said or how they have voted within a meeting.