

Tomlinscote School AQC Meeting Minutes - Part 1

7 October 2019 at 6.30pm



Present: Ray Coyne (Chair), Heather O'Connor (Parent Councillor), Rebecca Davies (Parent Councillor) and Leon Fratten (Staff Councillor)

In Attendance: Rob Major (Principal), Kate Thomlinson (AQC Clerk)

1. Apologies

Received from; Rebecca Jukes (Parent Councillor), Colin Cavan (Independent Councillor), Helen Ellis (Staff Councillor, currently on maternity leave). No interests in specific agenda items declared.

2. Adoption of the minutes

Agreement that the minutes reflected the discussions held. Ray Coyne signed minutes.

3. Matters arising (not covered elsewhere)

Heather O'Connor is now the SEND Link Councillor.

Rob Major is looking for Staff Councillor as maternity cover for Helen Ellis.

4. Safeguarding

Rob Major presented the Safeguarding Report, noting the current introduction of CPOMS. Heather O'Connor informed the AQC that, despite having an electronic system, any disclosures from children must be kept in their handwritten form.

Rebecca Davis questioned the current counselling resource. Heather O'Connor informed the AQC that other schools set up counselling services where parents pay directly at a cost of around £40 per hour.

Heather O'Connor to meet with Helen Rushby to discuss; necessity of paper records, possibility of introducing counselling paid for by parents.

Action HO'C

5. Exam Results

Rob Major presented the Results Paper to the AQC noting that overall the results were sound and inline with last year. Details about the attainment in each subject area were provided. The gender results discrepancy was discussed and recognised as a national issue. Proposed changes to modern languages were discussed.

Rob Major to provide Heather O'Connor with Modern Foreign Language student numbers.

Action RM

6. Advertising for new Councillors

Simon Jarvis has spoken with three applicants and will make a decision after speaking with one other, week commencing 14 October 2019.

Rob Major and Ray Coyne to be updated on progress

Action KT

7. Update on the building programme

Rob Major updated the AQC on the current state of the building works. All agreed positive changes were being achieved.

8. SEND Policy approval

Rob Major clarification of the SEND Admissions Policy. SEND Policy approved..

9. Tomlinscote 50 years and alumni

Discussion on how to mark 50 years of Tomlinscote. Rob Major suggested this might be an area to task the Parent Forum.

Contact Local Authority to confirm the date.

Action RM

Ask Parent Forum to become involved in plans for the anniversary.

Action RM

10. Chair's Actions

Ray Coyne informed the AQC that he had observed a subject review meeting. Otherwise nothing to report.

11. Any Other Business

- Rob Major discussed the Leadership Report.
- Rob Major will present to Councillors on Ofsted changes, at the next AQC,
- Rob Major talked about the Quality Improvement Plan
- Equality and Diversity training and Prevent training for counsellors to be completed.

Report on Leadership Report at December Meeting

Action RM

Present on Ofsted changes at December Meeting

Action RM

Send out Quality Improvement Plan

Action RM

Send out link to online E&D and Prevent Training

Action KT

12. Dates of Next Meetings

Monday 2nd December 2019

Monday 3rd February 2020

Monday 23rd March 2020 (Ray Coyne away)

Monday 18th May 2020

Monday 6th July 2020

Signed _____

