

# Tomlinscote School & Sixth Form College



*A Specialist Language College*

## Governors' Teaching & Learning Committee

Agenda of meeting Monday 20<sup>th</sup> March 2017, 6.30pm – Conference Room

Committee Members: Phil Mann (Chair),  
Ray Coyne (Community Governor)  
Rob Major (Head of School)  
Heather O'Connor (Parent Governor)  
Leon Rayner (Staff Governor)  
Maite Roel (Community Governor)  
Annette Sterr (Community Governor)  
Chris Taylor (School Representative)  
Jacqueline Tonkin (School Representative)

## A G E N D A

	Subject	Information	Decision	Approval
1.	Presentation on new Sixth Form data analysis system, ALPS (Helene Livesey, 20 mins)	✓		
2.	Apologies for Absence (2 mins)			✓
3.	Declaration of Interest (2 mins)			✓
4.	Adoption of the Minutes of the Last Meeting (2 mins) Adoption of the Minutes of the meeting held on 16 <sup>th</sup> January 2017			✓
5.	Matters Arising	✓		
6.	Tomlinscote Organisation chart – Curriculum and Pastoral including interventions (JAT 20 mins)	✓		
7.	Go4schools Introduction (CHT 20 mins)	✓		
8.	Kagan Cooperative Learning (JAT 15 mins)	✓		

Date & Time of Next Meeting: Tuesday 2<sup>nd</sup> May 2017, 6:30pm, Conference Room.

# Tomlinscote School & Sixth Form College



*A Specialist Language College*

**Governors' Teaching & Learning Committee**  
**Minutes of meeting Monday 20<sup>th</sup> March 2017, 6.30pm – Conference Room**

Present: Phil Mann (Chair),  
 Ray Coyne (Community Governor)  
 Leon Rayner (Staff Governor)  
 Maite Roel (Community Governor)  
 Annette Sterr (Community Governor)  
 Chris Taylor (School Representative)  
 Jacqueline Tonkin (School Representative)  
 Helene Livesey (Presenter)

## Minutes

	<b>Subject</b>	<b>Actions</b>
1.	<p><b>Presentation on new Sixth Form data analysis system, ALPS</b> (<i>Helene Livesey, 20 mins</i>)</p> <p>HL outlined key reasons for moving across to ALPS from ALIS            Currently using the system with Year 12s (targets set at 75<sup>th</sup> percentile)            We are currently sitting at 7/8 with our Year 13 AS results; These results will not be published and is likely to improve with resits.            We will run an MPZ report each time we enter data for analysis            Training given each time there is a data drop with HoDs/HoFs to help analyse the data and identify areas for improvement            Key priority is to ensure projections are as accurate as possible at each data set</p> <p>Copies of the powerpoint were distributed</p>	Info
2.	<p><b>Apologies for Absence</b> (<i>2 mins</i>)</p> <p>Apologies from Heather OConnor</p>	
3.	<p><b>Declaration of Interest</b> (<i>2 mins</i>)</p> <p>None</p>	
4.	<p><b>Adoption of the Minutes of the Last Meeting</b> (<i>2 mins</i>)</p> <p>The minutes of the meeting held on 16<sup>th</sup> January 2017 were adopted as an accurate account of the meeting</p>	

5.	<b>Matters Arising</b> <b>No matters arising from the minutes</b>	
6.	<b>Tomlinscote Organisation chart – Curriculum and Pastoral including interventions</b> <i>(JAT 20 mins)</i> <b>JAT explained the organisational structure for the school</b> <b>Annette wanted clarification of the ‘teaching to leadership ratios’ of staff at various levels.</b>	IAH to share via e-mail
7.	<b>Go4schools Introduction</b> CHT explained the Go4schools system and the plan for moving to the online portal to report on assessment next year. A trial will take place with Year 7 in the Summer term	CHT to share powerpoint with minutes
8.	<b>Kagan Cooperative Learning</b> JAT gave background behind Kagan cooperative learning strategies Recent Inset training – staff have received training We are the first school in Surrey to offer this strategy JAT outlined some of the key structures that staff were trained in Kagan is going to be used to help students work and learn more collaboratively	

**Date & Time of Next Meeting: TBC (Meeting scheduled for 2<sup>nd</sup> May was cancelled)**