**ST MARY’S AND ST JOSEPH’S RC FEDERATION**

**MINUTES OF THE MEETING OF THE ST MARY’S STANDARDS AND CURRICULUM COMMITTEE THAT TOOK PLACE AT 6PM ON WEDNESDAY 24 NOVEMBER 2021**

Present: Peter Wallace (Chair), Lynn Johnson, Angela Leslie, Fr Augustine Primavesi, Stuart Wetson, Brendan Finlow (Clerk)

In attendance: Vikki Avery and Sam Goldup – up to item 5.

Apologies: Fr Andrew Berry, Brenda Poynton, Marian Smith.

**ITEM 1 – OPENING PRAYER**

1. Fr Augustine opened the meeting with a prayer. The committee prayed particularly for Fr Andrew Berry, Hayley Francis and Marian Smith.

**ITEM 2 – ELECTION OF CHAIR**

2. Peter Wallace was elected unanimously as chair of the committee in succession to Lynn Johnson.

**ITEM 3 – APOLOGIES FOR ABSENCE**

3. Apologies for absence had been received from Fr Andrew Berry, Brenda Poynton and Marian Smith.

**ITEM 4 – DECLARATION OF INTERESTS**

4. There were no declarations of interest.

**ITEM 5 – DEPARTMENT PRESENTATIONS BY HEADS OF BUSINESS STUDIES AND MUSIC DEPARTMENTS**

5. Vikki Avery, head of Business Studies, gave her presentation, a copy of which is at enclosure 1. A governor remarked that it was a popular subject and asked what support Paul Bayliss, as a non-specialist, had. He looked after year 10 students. Vikki Avery had provided him with a scheme of work, they had regular meetings, and she moderated his marking of students’ work. She had not seen him teach much so far this year but planned to do so in the near future.

6. Peter Wallace observed that the department had impressive results in 2021 and asked if there were similar trends in data for the current year. Vikki Avery replied that there were; girls were outperforming boys this year, as they had last year. The behaviour profile was different – girls had worked better during lockdown than boys.

7. A governor asked how the curriculum supported the delivery of the subject. Vikki Avery replied that it was a ‘real world’ subject and there was always something on the news that was germane to Business Studies. It was easy to relate to and be enthusiastic about. A governor went on to ask if she was right to conclude from the GCSE results slide in the presentation that the trend was upwards. Yes, but grade boundaries may well shift.

8. A governor further asked if there was less optimism about the current year’s cohort than there was about last year’s. Yes, but they had made a very good start. Finally, a governor enquired how supported the department was within the school. They were a bit isolated in the Caritas Centre and there was no link governor for the department. However, she always felt well supported as a teacher.

9. Peter Wallace thanked Vikki Avery for a very informative presentation. Vikki Avery left the meeting.

10. Sam Goldup, head of Music, gave her presentation, a copy of which is at enclosure 2. A governor observed that where previously there had been a non-specialist member of school staff teaching 6 lessons a fortnight, there was now general cover in place and as it was not always the same individual there was a lack of consistency. He enquired how the 1 hour a week KS3 curriculum time was assessed. Every half term there was a performance. The department had sufficient resources. He asked why the extra-curricular activities took place at lunchtime and not after school. There was already plenty going on after school, eg sport. Sam Goldup planned to move orchestra to after school to see how it developed. A governor observed that the on-line provision during lockdown and for students isolating was amazing and was as interactive as it could be.

11. Stuart Wetson remarked that the music department had been most affected by COVID-19, and it had been very tough particularly with the long-term absence of a member of staff and being remotely located in Lugwardine Court. He advised the committee that Sam Goldup had risen to the challenge and he had been very pleased with the way she had approached it.

12. A governor asked about support from the school. Sam Goldup did not feel at all unsupported in spite of her being isolated. There was a good balance between being left undisturbed and having support when necessary. A governor enquired why there had been negative residuals for the past 3 years. Sam Goldup was not sure – target grades for Music was not an exact science and there were small numbers of students so any discrepancy had a disproportionate effect.

13. Peter Wallace thanked Sam Goldup for a very enlightening presentation. Sam Goldup left the meeting.

**ITEM 6 – APPROVAL OF THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2021**

14. The minutes of the meeting held on 9 September 2021 were read and agreed.

**ITEM 7 – MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2021**

15. Academic mentors. Peter Wallace suggested that Angela Leslie could contact him if she needed further advice or guidance.

16. The papers considered during the meeting had still to be uploaded into the governors’ area of the school website. **Action: Angela Leslie.**

17. Stuart Wetson took this opportunity to advise governors that the school website was being substantially overhauled at present. It was going to be streamlined, updated and made altogether sharper, fresher and easier to navigate, with one individual, Sean Warde, having overall responsibility. He expected to be able to go live early in the spring term.

**ITEM 8 – PUPIL PREMIUM**

18. Angela Leslie talked governors through pupil premium and associated funding for school year 2020/21. A governor remarked that funding was not ring-fenced and did not have to be spent simply on the student to whom it had been allocated. Angela Leslie concurred but remarked that demonstrable progress was required to be made by students allocated funding.

19. A governor remarked that recent changes would make the grant easier to account for.

20. Angela Leslie presented 2 anonymised pupil premium case studies, one from the 2018 cohort, and one from the 2019 cohort. These showed each student’s background, attendance record, summary of interventions, impact of interventions, assessment summer 2021, funding for 2020-21, and additional costings for 2020-21.

21. Angela Leslie advised governors that the proportion of disadvantaged children was increasing substantially, for example in the current year 7 there were approximately 35 disadvantaged students out of a year group of 150 students. This was double the outgoing year 11. This was largely as a result of lockdown, parents losing jobs etc.

22. A governor said that at the next meeting the committee would look at the progress being made by disadvantaged students. **Action: Angela Leslie.**

23. Stuart Wetson reiterated that COVID-19 and lockdown had had a significant impact on a great number of children. He felt the situation was going to worsen before it improved. Attendance by pupil premium children was generally good. CAT tests had been done on all year 7 students. They had been affected by not being in school much during years 5 and 6. Reading and numeracy were both problem areas. There were challenges with mixed ability classes and differentiation was extremely important. The teaching staff were working harder and were struggling more than previously.

24. Mr Wetson advised governors that, starting in January 2022, he would be conducting week-long reviews of every department, with the primary focus being on differentiation. This would assist the school by providing a solid base on which to make decisions.

**ITEM 9 - ANY OTHER BUSINESS**

25. Approval of Attendance Policy. Subject to several minor amendments, the Attendance Policy was approved. **Post-meeting note: the amendments have been made and the policy will be submitted to the chair for signature at the forthcoming meeting of the full governing body.**

**ITEM 10 - ARRANGEMENTS FOR THE NEXT MEETING**

26. The next meeting would take place at St Mary’s at 6pm on Thursday 17 March 2022.

**ITEM 11 – CLOSING PRAYER**

27. Fr Augustine closed the meeting with a prayer.

The meeting ended at 7.50pm.

Brendan Finlow

Bursar and Clerk to the Governing Body

November 2021

Certificate:

The above minutes are an accurate record of the meeting of the Standards and Curriculum Committee held on 24 November 2021.

Signed: ……………………... Peter Wallace Chair ……March 2022

Enclosures:

1. Powerpoint presentation from Business Studies department.

2. Powerpoint presentation from Music department.

Distribution:

Fr Andrew Berry

Lynn Johnson

Angela Leslie

Brenda Poynton

Fr Augustine Primavesi

Marian Smith

Peter Wallace

Stuart Wetson

Information:

Pete Fawcett

Hayley Francis

Rob Hunter

Chris Marston

Ken Smith

Angela Spray

Lindsay Wise