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

**MINUTES OF THE MEETING OF THE STANDARDS AND CURRICULUM COMMITTEE THAT TOOK PLACE AT 6PM ON THURSDAY 30 JUNE 2022**

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

In attendance: Sean Warde

**ITEM 1 – OPENING PRAYER**

1. Fr Augustine opened the meeting with a prayer.

**ITEM 2 – APOLOGIES FOR ABSENCE**

2. Apologies for absence had been received from Fr Andrew Berry.

**ITEM 3 – DECLARATION OF INTERESTS**

3. There were no declarations of interest.

**ITEM 4 – APPROVAL OF THE MINUTES OF THE MEETING HELD ON 17 MARCH 2022**

4. The minutes of the meeting held on 17 March were read and agreed.

**ITEM 5 – MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 17 MARCH 2022**

5. Angela Leslie had not yet been able to upload the papers considered during November’s meeting into the governors’ area of the school website. **Action: Angela Leslie.**

**ITEM 6 – FEEDBACK FOLLOWING THE COMPLETION OF THE DEPARTMENT REVIEW CYCLE**

6. Stuart Wetson briefed governors that a comprehensive department review cycle has been undertaken this academic year. All departments except for the Computer Science department, whose head has been on maternity leave, were included in the review. Computer science will be the first department reviewed in academic year 2022/23. An in depth description of the process is at enclosure 1.

7. Stuart Wetson had been very impressed with the heads of department during the process – they have put a great deal of effort into the process and had led from the front. The main inconsistences found between departments were homework at KS3 and formative assessment.

8. Sean Warde took over and covered the following topics:

1. Geography department:

Department development plan – September 2021;

Head of department seminar: meeting notes – November 2021;

Department development plan – March 2022; and

Cultural capital document – July 2022.

1. MFL department:

Department development plan 1 – September 2021;

Head of department seminar: meeting notes – November 2021;

Department development plan 2 – March 2022;

MFL review: final report – March 2022; and

Department development plan 3 – July 2022.

1. English and drama departments:

English and Drama review: final report - May 2022.

9. In general, all heads of department were seen as participating fully in the process. The PE department in particular had made real improvement over the past couple of years in response to previous targets relating to formative assessment.

10. Stuart Wetson commented on the extraordinary amount of work that Sean Warde had invested in the process. It had been a very honest process and the school now had credible evidence regarding individual departments. The newly appointed head of KS3, who would take up post in September 2022, would be involved in the process for KS3 in 2022/23.

**ITEM 7 – YEAR 11 UPDATE**

11. Stuart Wetson led governors through his GCSE update - June 2022 report, a copy of which is at enclosure 2.

12. A governor complimented Stuart Wetson and the school on their endeavours this school year. She felt that the outcome could have been very different.

**ITEM 8 – ANY OTHER BUSINESS**

13. Governors were presented with a report of the link governor for Religious education a copy of which is at enclosure 3.

**ITEM 9 – ARRANGEMENTS FOR THE NEXT MEETING**

14. The date and time of the next meeting were still to be confirmed, but the next meeting, the principal purpose of which was to consider 2022 GCSE results, will take place in September 2022.

**ITEM 10 – CLOSING PRAYER**

15. Fr Augustine closed the meeting with a prayer.

The meeting ended at 7.25pm.

Brendan Finlow

Bursar and Clerk to the Governing Body

July 2022

Enclosures:

1. Department reviews at St Mary’s 2021-22.

2. GCSE update – June 2022.

3. Report of link governor for Religious education.

Certificate:

The above minutes are an accurate record of the meeting of the Standards and Curriculum Committee held on 30 June 2022.

Signed: ……………………... ……………………….. Chair ……September 2022

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