

# Minutes of KEVICC Standards Committee Meeting Tuesday 16<sup>th</sup> June 2020



*The meeting was held remotely, due to Coronavirus restrictions and Government advice*

**Present:** Karen Sewell (KS) (Chair), Helen Beetham (HB), Jim Lodge (JL), Laura Hetherington (LH), Louise Darvid (LD), Julian Carnell (JC) and Alan Salt (AS).

**In attendance:** Yvette Elliott, Clerk (YE), Deputy Principal Kirsty Matthews (KM) and Assistant Principal Fay Crellan (FC).

Ref.	FOCUS OF MEETING	Actions
	Holding the Principal to Account for the Educational Performance of the College and its Students	
1	<b>Welcome &amp; Apologies</b> <ul style="list-style-type: none"><li>• Apologies, sanctioned by the Committee: Michael Young (MY)</li><li>• Absent without apology: James Hartridge (JH)</li><li>• Declarations of interest: None.</li></ul>	
2	<b>Minutes of the last meeting (25<sup>th</sup> February 2020)</b> <p>Minutes were approved and will be signed by the Chair as soon as possible.</p>	
3	<b>Matters Arising</b> <ul style="list-style-type: none"><li>• <u>Support the curation of a College reading list</u> – HB met with Anne Law &amp; Sophie Killock. Recommendations have been made &amp; this should be a positive list for pupils.</li><li>• <u>Represent Governors in the SRE consultation process</u> – Due to the Covid-19 restrictions, an extension has been given to schools to complete the parent consultation process and policy updates. <b>An update will be brought to the Autumn Standards meeting.</b></li><li>• <u>JL to meet with Sarah Winstone re: Safeguarding responsibilities</u> – This did not happen due to lock-down. GH has been asking questions of KM as the new Deputy Safeguarding Governor.</li><li>• <u>Uniform update</u> – AS confirmed that new shirts have been ordered and a letter confirming the uniform changes will be shared with parents in the next week. This will be a positive cost saving for families.</li><li>• <u>Admissions Policy correction</u> – YE highlighted that the recently ratified policy is for 2021-22 (not 2020-21 as she had incorrectly stated in February).</li><li>• <u>Chair's Action</u> – JL has ratified an addition to the Behaviour Policy on behalf of the FGB under a Chair's Action due to the limited time available for needing to implement this prior to Yr 10 &amp; 12 students returning to the College.</li></ul>	LH

4	<p><b>Behaviour Report - Fay Crellan</b></p> <p>FC reported that the College is in a positive position for behaviour &amp; this is moving in the right direction. Further work is required for low-level disruption and SEND behaviour is currently a significant area of concern. Since the Autumn term, there has been a slight increase in Fixed Term Exclusions (FTEs) but this is a typical annual pattern. There are repeat offenders, so extra work on interventions and proactive responses are required. The pattern of SEND pupils and FTEs demonstrates the complex needs of some pupils.</p> <p><i>JL asked if the PLC is making the expected contribution on behaviour?</i> FC confirmed that it is as it creates a support structure in school for quick responses, but some SEN/FTEs were already using this facility so it is clear that further measures are needed. AS added that the PLC has definitely reduced the number of FTEs issued and has avoided a permanent exclusion. There is a reintegration system into the PLC after FTEs before re-joining the main school. FC noted that at KS3 there is a good success rate, but at KS4 there tends to be more entrenched behaviour.</p> <p><i>HB asked if 'success' is demonstrated if these pupils are not seen at the PLC again?</i> FC agreed that this is the case, along with catching them earlier. KM added that the overall aim is to reintegrate pupils into fully mainstream provision, but this is not always appropriate. Kat and Kirsty are undertaking trauma training and this will be cascaded to all staff to upskill the workforce and aid pupil inclusion.</p> <p>KS thanked FC for her work on this and in supporting rising Year 7s through a 'virtual transition' process.</p>	
5	<p><b>Update: Covid-19</b></p> <p><u>Overview</u></p> <p>AS gave a breakdown of the 4 phases that the school has been through so far during lockdown, which demonstrates the changes that have taken place and the adaptability of the school and staff.</p> <p><i>JL praised the process that staff have undertaken in deliberating and agreeing grades for pupils who have not been able to take their exams this summer.</i></p> <p><i>KS asked if distance learning has been sufficient to maintain an adequate level under the schemes of learning?</i> AS stated that it has not and this has been a real challenge for schools.</p> <p><u>Safeguarding</u></p> <p>This remains a key priority with huge extra pressures on families during the lock-down. All usual safeguarding business has been continued online, in addition to home visits for vulnerable children where contact has been lost and informally during laptop deliveries. Online safeguarding training is taking place for staff and site access procedures are in place. AS reminded Governors that the two local authorities (Devon &amp; Torbay) are both rated inadequate by Ofsted, which adds to the challenge for KEVICC.</p> <p><u>Pastoral Care</u></p> <p>Heads of House have been contacting identified students to offer support. The student counselling team make regular contact with pupils (&amp; there has been positive feedback for this service). All Tutors made personal contact with tutees. An addition to this, 1653 contacts have been logged on CPOMS to date. Pastoral appointments can now be made in school for Year 10 &amp; 12 pupils.</p>	

### Teaching & Learning

The 4 phases of provision were detailed, including the initial use of Classcharts; Move to Google Classrooms; Increased offer of online & pre-recorded lessons & the current mix of pupils in school, which supplements the online learning for all. The College is aiming to have a scheduled timetable for lessons.

*LH commented on the amazing achievement of the school and asked if there is a picture of the level of engagement with home learning?* AS confirmed a mixed picture and stated that there is variable feedback from pupils on what they have found 'useful.' Parental expectations have also had to be managed.

*JC asked if access and provision is consistent across subjects?* AS stated that it is not, with subjects such as maths & science being more reluctant to use Google Meets due to typical teaching methods, for example. The majority of Google Meets are used by Year 10s.

*HB asked if we know how many pupils are not able to access the offer due to external reasons & how this can help to plan for September?* AS confirmed that it is a massive challenge and September won't be back to 'normal.'

*JL asked how teachers are coping with the mix of teaching required?* AS confirmed that there has been minimal teacher absence and Heads of Faculty have been able to manage staff delivery of lessons as a mix of face-to-face and online provision by specific personal.

*LH asked if there have been any discussions with teachers about setting work for completion away from the screen?* Where possible, activities offline are included but can be a challenge. Typically, 1-3 hours of learning each day is taking place (& this is considered more intense than usual classroom learning).

*HB suggested trying to develop advice for parents for scree-to-page working, so that handwriting skills etc are not lost.* AS invited HB to share her ideas with Ben Cotton.

*JC noted that some of the work being set assumes a level of parental support, which might not be possible.* AS agreed but confirmed that FC is supporting staff to differentiate their work for SEND pupils too.

### Engagement

It is difficult to establish a clear picture, with subject variability and acknowledgement that access to work does not necessarily mean completion of work. AS noted that KEVICC was not a very IT literate college prior to lock-down so there were several login issues initially for pupils who had never accessed their school email accounts etc. 90 Chromebooks have now been distributed (including many newly purchased laptops).

*JC asked if more Chromebooks will be required in September?* AS agreed that they would and he is hopeful that the Foundation Governors will be able to support this – an additional one-off £100k grant is available this year and the College had previously identified IT equipment. Chromebooks and electronic text books are being considered.

### Next Steps

Ofqual (exam regulator) have not yet made any announcements about the 2021 exam period but a consultation is expected soon. Until feedback is received, it is hard to undertake detailed planning for the next academic year. It is expected that 2020-21 will see blended learning and that some form of disruption is likely.

Attendance is currently non-compulsory, but the College is trying to anticipate the impact in our community when the Government fully reopens schools.

*JC asked if a reduction in social distancing from 2m to 1m would make a difference to the available space?* AS stated that the College has plenty of physical space and that the constraint currently is the Government restriction of

	<p>allowing only 25% of a year group into school at any time. Teaching capacity is also likely to be more problematic when teaching smaller class sizes.</p> <p><i>HB raised concerns that the different experiences of schooling for pupils during lock-down will now make 'closing the gap' even harder, but that our Vision Statement prevails as we continue to support the community as best as possible.</i></p> <p>A lock-down edition of the Courier will be available soon.</p> <p>KS thanked the school for its response during the pandemic and highlighted her admiration.</p>	
6	<p><b>Policies for Approval</b></p> <ul style="list-style-type: none"> <li>• Citizenship / PSHE Policy (Sarah Winstone) - <b><i>Ratified</i></b></li> <li>• Staff Social Media Policy (Sarah Winstone) - <b><i>Ratified</i></b></li> <li>• Volunteers in School Guidance (Yvette Elliott) - <b><i>Ratified</i></b></li> <li>• Assessment &amp; Feedback Policy (Ben Cotton) - <b><i>Ratified</i></b></li> <li>• Teachers' Appraisal Policy (Ben Cotton) - <b><i>Ratified</i></b></li> <li>• Careers Policy &amp; Guidance (CEIG) (Anne Law) - <b><i>Ratified</i></b></li> <li>• High Attaining &amp; Talented Policy (Anne Law) - <b><i>Ratified</i></b></li> <li>• Home Learning Policy (Ben Cotton) – <b><i>Ratified</i></b> and HB highlighted that this is a standard policy, rather than one created specifically for the current Covid-19 situation, and it has been proven to be fit for purpose.</li> <li>• SRE Policy <b><i>to be considered at the next Standards Committee.</i></b></li> <li>• Behaviour Policy addendum - - <b><i>Ratified under Chair's Action.</i></b> YE was thanked by JL for dealing with this quickly &amp; efficiently.</li> </ul> <p><b>YE to update, save &amp; upload to College website.</b></p>	YE
7	<p><b>Policies for Review at November Meeting</b></p> <ul style="list-style-type: none"> <li>• Behaviour Policy</li> <li>• Behaviour Principles</li> <li>• Out of Classroom Learning Policy</li> <li>• Attendance Policy</li> <li>• Guidance for Safer Working Practice</li> </ul>	LD LD LH KS KS
8	<p><b>Meeting closed at 7.20pm.</b></p> <p>The date of the next meeting is Tuesday 17<sup>th</sup> November 2020, 5.45pm.</p>	

Signed.....

Date:.....

Karen Sewell

Chair of Standards Committee