

Minutes of KEVICC Standards Committee Meeting Tuesday 23rd February 2021, 5.45pm



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

Present: Karen Sewell (KS - Chair), Jim Lodge (JL), Helen Beetham (HB arrived 5.50pm), Laura Hetherington (LH arrived 6.30pm), Louise Darvid (LD), James Hartridge (JH) and Alan Salt (AS).

In attendance: Yvette Elliott, Clerk (YE), Deputy Principal Kirsty Matthews (KM), Assistant Principal Fay Crellan (FC), Assistant Principal Ben Cotton (BC) and Assistant Principal Anne Law (AL).

Ref.	FOCUS OF MEETING Holding the Principal to Account for the Educational Performance of the College and its Students	Actions
1	Welcome & Apologies <ul style="list-style-type: none"> • Apologies, sanctioned by the Committee: Julian Carnell (JC), Michael Young (MY) Andrew Otty (AO). • Absent without apology: None • Declarations of interest: None. 	
2	Minutes of the last meeting (17th November 2020) Minutes were approved and will be signed by the Chair as soon as possible.	KS
3	Matters Arising <ul style="list-style-type: none"> • <u>YE to update, save & upload ratified policies to College website</u> – Done. • <u>Marketing Team to include the board KS3 curriculum as a feature of marketing strategy</u> - Ongoing 	Marketing
4	Whole School Data Analysis 2019 & 2020 – Alan Salt There were no new questions from Governors regarding the Data presentation from the previous meeting. IDSR data has also now been shared and AS highlighted that pupil movement is likely to be raised by Ofsted inspectors, although this is actually an indicator of increased student mobility. <i>KS asked if destination data is kept for school leavers and whether Year 11s have remained on roll at their destination? AS confirmed that destination data is recorded via Careers South West, but we are unable to track their ongoing locations.</i>	

5	<p>Context – Alan Salt</p> <ul style="list-style-type: none"> <p><u>DfE Guidance</u> – AS shared the latest guidance. The college is expecting to stagger pupil return from 8th March & Years 10 – 13 will be prioritised. This will enable the College to complete LFTs for all pupils as they arrive, prior to them commencing lessons – this is in-line with government guidance and will reduce risks. Remote learning will be continued all week until all pupils are back in school. Face coverings are now recommended in classrooms and attendance is compulsory, with the exception of those shielding. No extra-curricular clubs will run. Testing is voluntary, but in the first fortnight there will be 3 tests per pupil in school before they move to home testing and this is being strongly encouraged.</p> <p><i>JL asked if informed consent has already been received for pupils? AS stated that testing consent and face covering exemptions need to be completed in the next 2 weeks.</i></p> <p><i>JL asked if the burden is on the school to check home-testing LFT results? AS confirmed that the responsibility is on individuals to report their results.</i></p> <p><i>LD asked if there is a long-term testing plan? AS has not received any DfE guidance on this, so it is currently expected that home testing will continue up until Easter.</i></p> <p><i>HB asked if ventilation is still a priority in classrooms? AS confirmed that it is.</i></p> <p><u>Working arrangements for staff</u> – Only 3 staff are shielding, so minimal impact is expected for staffing. Staff will also be moving to home testing. Likely working patterns from 8th March have been shared with staff and further briefings are planned next week, to include information on clinically vulnerable personnel being expected in school again.</p> <p><i>JL expressed Governors’ gratitude to staff, both at school and at home, and the appreciation for what they will continue to be doing moving forward.</i></p> <p><u>Assessment & exams 2021</u> – GCSE students will be encouraged not to drop any subjects for their exams. Exam consultation results are expected later this week. Teacher assessments will happen again, but it is not yet clear whether ‘exam board questions’ will be mandatory. No significant problems are anticipated.</p> <p><u>Coronavirus Catch-up Premium spending plan</u> – The Operations Committee have details on receipts. AS is meeting the local MP next week and will be asking for flexibility from the DfE in how money is spent for maximum impact.</p> <p><i>KS asked if KEVICC is taking part in the National Tutoring Programme? AL confirmed that we will be using the same tutoring package again for Year 11 and this has been subsidised via the Foundation Governors to enable targeted support (most are choosing maths). 15 weeks of tutoring must be delivered this academic year to address any shortfalls in learning.</i></p> <p><i>KS asked if KEVICC is planning any summer programmes? AS has no intention of doing this currently.</i></p> 	
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6	<p>Remote Learning During Lockdown – Ben Cotton</p> <ul style="list-style-type: none"> • <u>Expectations of teachers & students</u> - Contingency planning is ongoing, with remote learning provided throughout lockdown using BBC Bitesize, Oak National Academy and our own bespoke sites under Tier 1 restrictions. Tier 2 restrictions from January have seen online lessons being delivered through a ‘normal’ learning timetable and there is an expectation on students to log in live and hand in work, with feedback then provided from staff (this is often verbal). The adaptability, flexibility and professionalism of staff has made this a relatively smooth process, along with contingency plans. Visualisers are used for staff modelling and more work away from screens is encouraged. Weekly contact reinforces expectations. • <u>Feedback on engagement</u> - BC has been heartened by the remote learning provision at KEVICC and engagement has been approximately 70-80% in the first 3 weeks of Spring Term. Online survey results are overwhelmingly positive, with well thought-out comments on areas such as screen time and wellbeing. <i>JL noted that the level of engagement is good but it still shows many pupils who will need to catch up and he asked if some pupils are missing lots of lessons or if lost learning is evenly spread?</i> BC stated that there are some individuals who are being chased by staff, many of whom have complex social and emotional needs which have developed over the last 12 months. A huge amount of work is ongoing. AS was clear that the fundamentals of good teaching will start with pastoral care and assessment as soon as pupils are back in the classroom to best understand lost learning and individual needs. It was also noted that a small number of pupils have flourished over the last year. <i>JL noted that Year 9 science has been identified as a problem area.</i> BC Confirmed that this is being addressed. <i>HB noted that KEVICC’s offer has been great compared to some other local schools, but requested that the newly acquired skills, of staff and pupils, should be built upon in order to support one another when back in school.</i> BC was clear that there are many new ways of working that will be positive moving forward. <i>KS asked if online access and online resources will still be available to all when they are back in the classroom?</i> BC confirmed that all resources will remain accessible until pupils are ‘un-enrolled’ from KEVICC. 	
7	<p>Disadvantaged Students and Children in Care – Anne Law</p> <ul style="list-style-type: none"> • <u>Overview of Foundation Governors and DfE schemes</u> – 300 Chromebooks have been purchased and these are largely intended for disadvantaged pupils for the duration of their time at KEVICC, along with SEND pupils who use laptops as their normal way of working. Some other pupils who have had limited or no access to computers for home learning, including those families just above the disadvantaged threshold (this cohort is expected to have increased in the last year), have also received these and further requests continue to be received. Only 12 devices were received from the DfE out of a bid for 50 initially, but more have unexpectedly arrived recently. <i>JL recorded Governors’ huge thanks to the Foundation Governors in supporting our objective of delivering the whole timetable online.</i> AL reiterated that the impact is incredible for those who may otherwise have not been able to have access. 	

	<ul style="list-style-type: none"> • <u>Children in Care (CiC) on site</u> – There are 11 CiC currently and this is higher than last year. 7 have taken up places in school and there are regular check-ins with pupils at home, including where any changes or concerns are identified. Enhanced pastoral support is still being accessed. <i>KS asked if mentor John Gale is still coming into college? AL confirmed that there is still provision once a week in school for vulnerable pupils.</i> 	
8	<p>SEND Provision During Lockdown – Fay Crellan</p> <ul style="list-style-type: none"> • <u>SEND provision & attendance on site</u> – In the first lockdown, there was a pause on the EHCP process, but this time there is no relaxation so statutory requirements must be met. Pupils are classified as vulnerable if they have an EHCP in place, so individual risk assessments are completed for pupils to determine if they are safer at home or in school, for example, and remote learning is delivered as best as possible for those not on site. Targets are typically created for a Key Stage, but FC has focussed on specific targets during lockdown. Records of communication are kept, which includes checking with families if pupils are not in school. Timetable adjustments are often made for SEND pupils in school and FC was concerned that where they were already struggling, a lack of peer support and the physical presence of TAs and teachers makes it harder. For this reason, sensory breaks and differentiation etc have been planned into remote learning for these pupils. Work is also being posted to reduce the reliance on screens. • <u>EHCP attendance coding</u> – 13 out of 31 EHCP students are on-site, but many families wanted their children at home and FC has been happy with this in terms of learning requirements with family support. There is only one student that hasn't engaged, but this is a continuation of a situation that was ongoing prior to lockdown. Tutors are actively involved with checking-in with their SEND and EHCP pupils weekly, in addition to the SEND team – this reinforces SEND as a whole school priority. <i>KS thanked FC for her work, which is very reassuring for Governors and asked if 'K' students have been engaged? FC confirmed that there is approximately 82% engagement, but she is expecting to see more 'K' students on register next year. This is in part due to extra parental requests as they've spent more time observing children's learning over the year.</i> <i>HB noted the expanded sense of what SEND might be as different learning styles are observed and asked if these will feed back to teachers for future engagement? FC stated that a watching brief code is set-up initially and profiles are created, with staff completing forms on any identified needs – this is all in place already. SEMH students and students with anxiety related attendance issues could be helped back into school through the use of online learning.</i> <i>KS asked if online literacy lessons will continue after half-term? FC confirmed that they will be pre-recorded or live sessions with worksheets, to sit alongside Thrive and social communications on-site.</i> <i>KS thanked FC for the large piece of work in completing the SEND Policy and Information Report.</i> 	

9	<p>Key Worker Pupils and Safeguarding – Kirsty Matthews</p> <ul style="list-style-type: none"> • <u>KWV student provision in school</u> – KEVICC is above the local and national average for on-site attendance of KWV pupils. There has been a quick response to the changing DfE and DCC requirements for reporting and attendance. There are no legal powers to enforce attendance so lots of collaborative work and support has been given where this hasn't been possible, including weekly 'eyes-on' visits. <i>KS asked if Morrisons have been providing a lunch delivery?</i> KM confirmed that these are very good and are largely goodwill packs as a result of customer donations, including hot drinks and meals which have been welcomed by the pupils. • <u>Safeguarding update</u> – 538 contacts have been logged and online virtual support has continued. There is an increased workload for the pastoral support team, including domestic violence, substance abuse and financial difficulties for some families. <i>JL noted the increased need for those at risk so congratulated and thanked the safeguarding team.</i> <i>KS asked about the new RAG rating.</i> KM confirmed this started in the summer lockdown due to shared reporting requirements with external agencies, such as social workers. 	
10	<p>Marketing Update Nothing new to report.</p>	
11	<p>Policies for Approval</p> <ul style="list-style-type: none"> • Online Safety Policy (Kirsty Matthews) - Ratified • Provider Access Policy (Anne Law) - Ratified • SEND Policy (Fay Crellan) - Recommended to FGB for approval • SEND Information Report (Fay Crellan) - Recommended to FGB for approval • Education of Children in Care Policy (Anne Law) – Ratified, with the new appointment of KS as CiC Link Governor • Exam Access Arrangements (Fay Crellan) - Ratified • Exam Policy (Ben Cotton) – Ratified • Admissions Policy (Fay Crellan) - Recommended • Admissions Policy, Post-16 - Recommended • Learning Agreement (Kirsty Matthews) - Ratified • Post-16 Attendance Policy (Ben Cotton) - Ratified • Policy for Computer Network Use (Ian Wren) – Ratified • Remote Learning Policy (Ben Cotton) - Ratified <p>YE to update, save & upload to College website.</p>	<p>FGB FGB</p> <p>YE</p>

12	Policies for Review at November Meeting <ul style="list-style-type: none"> • Careers Information & Plan (Anne Law) • Careers Policy & Guidance (CEIG) (Anne Law) • COVID-19 adaptation of Behaviour Policy (Kirsty Matthews) • Teachers' Appraisal Policy (Ben Cotton) • Assessment & Feedback Policy (Ben Cotton) • High Attaining & Talented Policy (Anne Law) • Home Learning Policy (Ben Cotton) 	KS KS JL LD HB LH HB
13	Meeting closed at 7.15pm. The date of the next meeting is Tuesday 15 th June 2021, 5.45pm.	

Signed.....

Date:.....

Karen Sewell

Chair of Standards Committee