

Quality & Standards Committee

Minutes of the meeting held on Wednesday 10 November 2021

Members present: Diana Hoskins (Committee Chair), Pat Mould, Lois Thorley

In attendance: Jonathan Butler (Assistant Principal), Stewart Edwards (Assistant Principal), Laura Skarratt (Clerk), Natalie Sketchley (Deputy Principal), Ben Wallis (Vice Principal), Daniel VanTilburg (New Governor)

19. Apologies for absences (agenda item 1)

Apologies were received from Alan Foster, Leila Goring and Colin Peaks (Principal). The Clerk reported that Donna Fitzgerald-Butler took the decision to resign in early November and will not be attending any further meetings.

Resolved: Apologies for absence were received.

20. Declarations of interest (agenda item 2)

Resolved: There were no declarations of interest received.

21. Minutes of the meeting: (agenda item 3)

Resolved: The minutes of the meeting held on 6th October 2021 were received and confirmed as a correct record and the Chair authorised to sign.

22. Matters arising from the minutes/action schedule (agenda item 4)

Min. no.	Title	Action by	Action	Update
7	Student Achievement	Deputy Principal N.Sketchley	Bring report from ACT Maths 'deep dive' to Quality and Standards committee once complete.	The ACT Maths deep dive was completed, a brief update will be given later in AI 8 with a more detailed update being brought to the Committee once the report and action plan is agreed.
9	Student Enrolments	Vice Principal B.Wallis	'Keeping warm' data to be brought to the committee once available.	Student enrolments to be discussed in AI 6.
11	TLA	Assistant Principal J. Butler	Update Governor permissions to allow for access to online TLA materials	Permissions have been updated and Governors should now have full access.

Min. no.	Title	Action by	Action	Update
13	Policies	Vice Principal B.Wallis	Change wording in 13 a) eSafety policy as agreed by committee.	Wording was updated as required. The policy will be submitted to Corporation for approval on the 8 th December 2021.

The Chair advised the Committee and attendees that in her capacity as Chair of Sproatley Primary School Corporation, she has had opportunity to experience the 'new' Ofsted inspection. She advised that the focus was very much on well-being, equality and the individual student journey /experience. SLT thanked her for her update.

Resolved: Matters arising was received or will be covered elsewhere in the agenda.

23. Draft Self-Assessment Report 2020-21 and Priorities for 2021/22 (agenda item 5)

It was agreed that minute 23 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (SEE SECTION B).

24. Provisional Enrolments 2021/22 (agenda item 6)

It was agreed that minute 24 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (SEE SECTION B).

25. Complaints / Student Disciplinary Annual Report 2020/21 (agenda item 7)

It was agreed that minute 25 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (SEE SECTION B).

26. Quality Assurance Framework 2021/22 (agenda item 8)

It was agreed that minute 26 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (SEE SECTION B).

27. Student Support Update (agenda item 9)

It was agreed that minute 27 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year (SEE SECTION B).

28. Policies (agenda item 10)

The Vice Principal presented five policies for approval / recommendation. Changes are identified within the policies as tracked changes. The committee were invited to carefully review the changes before approval or recommendation to Corporation.

- a) Alcohol and Illegal Drugs Policy: ***for approval by the committee.***

The policy has been amended to tighten up student disciplinary sanctions with the inclusion of the Student Conduct and Behaviour for Learning Policy and Staff Code of Conduct and Staff Disciplinary Policies.

b) Policy for Students with Additional Needs: **for approval by the committee.**

There are minor changes with the inclusion of 'academic performance and career aspirations'.

c) Special Educational Needs and Disability (SEND): local offer: **for approval by the committee.**

The changes to the policy include the addition of the 'bridging' and 'transition' work and a strong focus on tracking and monitoring via the previously discussed ILP.

d) Anti-Bullying Policy and Procedures: **for recommendation to the Corporation**

Changes are identified via tracked changes within the document. There are significant changes on this with peer-on-peer abuse being included. These changes mirror the work done elsewhere with regards to the Child Protection Policy and eSafety policy.

e) Exclusion policy **to recommendation to the Corporation**

Changes are identified via tracked changes within the document, which clarify and make explicit the need for consideration of wider Child Protection and safeguarding issues.

Resolved: 10a The Alcohol and Illegal Drugs Policy, 10b Policy for Students with Additional Needs and 10c Special Educational Needs and Disability (SEND): local offer were received and approved.

Recommended: 10d Anti-Bullying Policy and Procedures and 10e Exclusion Policy are recommended to the Corporation for approval.

29. Governor Scrutiny Update (agenda item 11)

The Clerk advised the Committee that there is no update at present.

Resolved: the Governor Scrutiny Update was received.

30. Any Other Business (agenda item 12)

Resolved: No other business was received.

31. Confidential items (agenda item 13)

It was agreed that minutes 23, 24, 25, 26, 27, 28d and 28e should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

32. Date of next meeting (agenda 14)

Resolved: The next meeting will take place on 9th February 2022.

Action schedule

Min. no.	Title	Action by	Action

Learner impact

The Committee scrutinised and provided appropriate challenge in the following areas, all of which helps to improve student performance and achievement:

- Ensuring measures are in place to ensure a safe and effective learning environment.
- Scrutinising the College's assessment and judgement of its performance, as well as priorities moving forward, to ensure that any areas for development are addressed.
- Ensuring effective support is in place for students.
- Undertaking governor scrutiny activities to ensure the College is meeting its legal duties in relation to the Single Central Register.

Quality & Standards Committee

Confidential Minutes of the meeting held on Wednesday 10th November 2021

It was agreed that the following minutes should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

CONFIDENTIAL