

GOVERNING BODY

MINUTES OF MEETING
Tuesday 10th July 2018 at 5pm

CO-OPTED (10) Tony Burgess, Chair Gaby Thomas* Liz Rattue Brenda Maragh* Rosemary Partin Sandra Wallman Simone Paul* Claire Turner Cara Moore*	LOCAL AUTHORITY (1) Adam Kybird	ASSOCIATE MEMBERS
STAFF (2) Jeanette Lowe, CCfL Director	PARENTS (3)	OTHERS PRESENT Graham Watson – Clerk Maureen Ramsay - Observer Nina Foster – Assistant Head of Teaching & Learning (item 5)

*Denotes Absence

	ITEM	ACTION
1	WELCOME AND APOLOGIES	
	The Chair welcomed everyone to the meeting. Apologies were received and accepted from Simone Paul, Gaby Thomas and Brenda Maragh,	
2	DECLARATION OF INTERESTS IN RESPECT OF ITEMS ON THE AGENDA	
	There were no declarations of interests in respect of items on the agenda.	
3	MINUTES AND MATTERS ARISING FROM PREVIOUS MEETING HELD ON 15th MAY 2018 (previously circulated)	
	The minutes of the previous meeting held on 15 th May 2018 were approved as a true and accurate record and would be signed by the Chair at the end of the meeting. There were no matters arising.	
4	GOVERNANCE OF THE SCHOOL AND FUTURE DEVELOPMENTS	
4.1	<u>To consider the appointment of Ms Maureen Ramsay as a Co-opted Governor</u> The Chair introduced Maureen Ramsay as a prospective co-opted governor. Her support statement had been previously circulated to governors. Maureen	

4.4	<p>ii) The Chair reported that he would be standing down as Chair of the governing body with effect from the date of the next meeting on 9th October. The Clerk will be writing to governors before the meeting to invite nominations.</p> <p>Governor Meetings Schedule The meetings schedule for 2018/19, which was previously circulated to governors, was agreed.</p> <p style="text-align: right;"><i>Nina Foster joined the meeting at 5.50pm</i></p>	Clerk
5	RECENT CURRICULUM INITIATIVES: ORACY	
5.1	<p>The Director introduced Nina Foster, the Assistant head of Teaching and Learning, who would be carrying out a presentation on the Oracy Project at CCfL. An Oracy summit was held in Camden the previous week. At the summit, schools within the Oracy Hub were asked to present their work on Oracy.</p>	
5.2	<p>The key issue for CCfL was to develop levels of oracy skills for students, in order to enhance their learning. The school needed to carry out an audit to establish the baseline and then examine the steps required to improve student oracy skills. An Oracy Group was set up to co-ordinate and improve oracy at CCfL. Staff were consulted and encouraged to submit ideas and suggestions. From this and the oracy audit, the Group will draw up whole school priorities in oracy which would feed into individual staff objectives. The Group will produce best practice to which staff will have access.</p>	
5.3	<p>As part of the audit an Oracy Learning Walk was carried out. The Oracy Group examined in great detail all aspects of oracy at CCfL. It was discovered that there was some good oracy practice carried out by the school. However, the audit discovered the following issues which required to be addressed:</p> <ul style="list-style-type: none"> ○ Staff and students spoke in roughly equal measure in the classroom. Students needed to be encouraged to talk more. ○ Students tended to talk about tangential issues rather than on focused learning. ○ There was insufficient verbal interaction between students. ○ Students' questions tended to be non-probing and generally lacked structure. <p>As a result of the audit it was decided to focus on 3 main areas: increase student vocabulary; plan how to structure question and answer sessions to encourage students to talk in a more focused, coherent way; examine ways to improve discussion among students.</p>	
5.4	<p>These initiatives have been put in place and the results have been promising. Students were beginning to talk in a more structured way through the use of, for example, role play. There have been improvements in students using full sentences and asking and answering focused questions of their peers. It was important to build upon these developments. Some students were disengaged and this needed to be monitored. Further staff training and development in oracy skills was also necessary.</p> <p>Governors thanked Nina for her presentation and welcomed the progress in oracy being made at the school.</p>	

7.2	<p>The Director will look at NEET in Y9 to address training and employment needs. She will also look at integrating the pathways from KS3 to KS4. It was agreed that this would be a standing item on the agenda of future meetings.</p> <p>Liz Rattue presented the CCfL Employability Programme, which had previously been circulated to governors. The Programme was a combined discipline project developed to support Post-16 transition and meet the needs of students through an integrated programme of subjects, fayres and work experience. Students benefitted greatly from the programme and some had done very well on work placements. In 2018/19 the school was looking to add work experience placements in outdoor work.</p> <p>Governors thanked the Director for her report and congratulated her, the SLT and staff for their work and commitment throughout the year.</p>	JL Chair/Clerk
8	SAFEGUARDING UPDATE	
	<p>The Chair reported that Camden would be producing a new model safeguarding policy to incorporate new legislation. This will be discussed at the next full governing body meeting in October.</p>	Chair
9	REPORTS FROM COMMITTEES (previously circulated)	
9.1	<p>Finance, Staffing and Premises Committee The next meeting was on 17th July. Feedback would be presented at the next autumn full governing body meeting on 9th October.</p>	
9.2	<p>Curriculum, Pastoral and School Improvement Committee The minutes of the meeting were presented for governors' information. Initiatives sponsored by the multi-agency team, together with their ongoing work, had been usefully reported. There were no major issues.</p>	
10	GOVERNOR VISITS	
	<p>Rosemary Partin had attended the recent KS4 Student Review Day. Sandra Wallman attended the Oracy meeting on 23rd May, and coffee mornings with parents.</p>	
11	HEALTH AND SAFETY	
	<p>There were no Health and Safety items to report.</p>	
12	IMPACT OF GOVERNING BODY	
	<p>Governors highlighted the impact the meeting would make in respect of the effectiveness of the governing body in improving outcomes for the school:</p> <ul style="list-style-type: none"> • Increased knowledge of the Oracy Project and Employability Programme. • Governor visits to increase knowledge of the curriculum. 	