

**Minutes for Chulmleigh Community College Academy Advisory Group**

**Thursday 2<sup>nd</sup> December 2021, 2.10-pm, Remote Meeting**

Attendees	Position	
Steve Baber	Director (Chair of AAG)	SB
Clare Wilmott	Parent AAG Advisory Member	CW
Roz Algar	Parent AAG Advisory Member	RA
Mike Johnson	Executive Head Teacher	MJ
Neil Payne	Deputy Executive Head Teacher	NP
Lesley Williams	Clerk	LW

Agenda	Led by
1. Welcome and Apologies	SB
2. Business Interests	SB
3. Terms of Reference	SB
4. Parent View Survey	MJ
5. Safeguarding Update	NP
6. H&S Update	MJ/NP
7. Attendance	MJ/NP
8. Progress with School Improvement	MJ/NP
9. Pupil Performance and assessment	MJ/NP
10. AOB	Parents
11. Date of next meeting	SB

ITEM	
1	<b>Welcome and Apologies</b> No apologies received.
2	<b>Pecuniary and Non-Pecuniary interests</b> No interests declared.
3	<b>Terms of Reference</b> All agreed to adopt the AAG Terms of Reference, as circulated with the agenda.
4	<b>Parent View Survey</b> The Parent View Survey has been circulated to the AAG today, and results will be analysed at the next meeting.
5	<b>Safeguarding Update</b> NP reported that safeguarding concerns were up by 40% at the school. NP explained the schools' safeguarding practice, informing that PSHE had been put back into the curriculum, and explained the process. Y10 and Y11 pupils had retained the same tutors for consistency, and the school nurse provision had returned. <b>CW asked <i>about the impact of support for vulnerable families during Covid?</i></b> MJ replied that help for families had diminished in the area. The school had successfully orchestrated a campaign for the return of school nurse. MJ cited a few examples of non-attending pupils not wanting to leave the home after lockdown. NP cited examples where the school had strengthened systems to support pupils: - Moving to Head of Year system, rather than Head of House.

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	<p>- Curriculum offers/lunchtime clubs have been compared to other schools, and CCC offer more choice than many other schools in the area. Clubs are provided in many areas, such as sporting activities, music, ceramics, film club, as well as ensuring that academic studies are achieved so the pupils can be successful for the future.</p> <p>RA asked <b><i>about the buddy system and whether there were any opportunities for mentoring within Y10 and Y11 to support vulnerable pupils?</i></b> MJ replied that lockdown had inhibited the ability to be able to train the Y10s to work with the Y7s. Bubbles had not allowed different year groups to mix. Since this restriction was lifted, mentoring is taking place.</p>
6	<p><b>Health &amp; Safety Update</b>  MJ reported that all statutory checks have been completed. The school has been dominated by Covid this term, with over 180 cases. Two health and safety visits have occurred this term- both visits confirmed the school was compliant in all areas.</p>
7	<p><b>Attendance – overall &amp; pupil groups</b>  MJ stated that attendance has been lower this term, due to Covid. Overall attendance is currently 92.2%, whereas it is normally over 95%. The educational welfare officer has confirmed that schools are seeing a typical attendance drop of around 4% from their usual figures.</p> <p>RA confirmed that the school had communicated openly and with detail to parents about the ongoing Covid situation, so that parents felt confident about what was happening. The early communication regarding GCSEs this year was also well received.</p>
8	<p><b>Progress with School Improvement Plan – Priorities</b>  MJ informed that whole school focus this year was:</p> <ul style="list-style-type: none"> <li>• Improving the quality of teaching and learning by using best practice. MJ informed that lesson observations had re-started this term, and that quality lessons were being observed. Lesson observations will take place three times a year, where findings are discussed, and an action plan produced to address any areas.</li> <li>• Ensuring the balance of support and challenge of the pupils is right. Support services have reduced and declined, and school is currently looking at the support systems for pupils.</li> <li>• Maintaining the upward trajectory of pupil numbers, to ensure the school remains sustainable and offers a very good offer to pupils.</li> </ul> <p>RA pointed out the benefits that many parents see when deciding to choose CCC over other schools, such as the benefits of larger classrooms and successful results.  <b>ACTION:</b> RA to send a brief summary to MJ outlining school's strengths in order to aid with marketing.</p>
9	<p><b>Pupil's Performance – achievement, progress and assessment</b>  Progress is reported half termly to parents.  NP stated that the Ofsted framework had been updated, with Ofsted now giving more emphasis to the curriculum.  NP reported good progress for Y11, with a full series of mocks about to start before the Christmas break that would mirror the summer suite of exams. This data would be used to aid teacher predictions about the pupil's performance at the end of the year. Other year groups are also undergoing assessment weeks. Current levels of effort and application are very good.  The school has had a whole school focus this year on vocab, currently running a Tier 2 project on vocab throughout the school.</p> <p>SB asked the parents <b><i>if they felt informed as to how their own children were progressing?</i></b>  Both parents agreed that they felt informed on how their child was doing at school, had had good communication with the school, had access to performance and behaviour through viewing Class Charts, and that teachers had known when to push to reach potential. The staff knew the children well, and that it did not feel like a blanket approach.</p>

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10	<p><b>AOB</b></p> <p>The group discussed how to hear the parent voice. The parent view survey will be discussed at the next meeting, and any points addressed.</p> <p>All agreed that the agenda for the next meeting would focus on:</p> <ul style="list-style-type: none"> <li>• Parental Survey</li> <li>• Update on safeguarding</li> <li>• Update on pupil progress</li> </ul>
11	<p><b>Date of next meeting:</b> Tuesday 8<sup>th</sup> February 2022, 2.10pm</p>

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