

**Minutes of the Teaching & Learning Committee
for Alfreton Park Community Special School
held on Monday 13 June 2016**

Present: Mr K Dean (Chair) Mrs F Franklin
 Mrs C Smart (Head) Mr R Hancock

In attendance: Ms S Whitaker, Clerk

T22 Apologies for Absence – agree whether to accept

Governors noted and accepted apologies for absence from Mrs C Wright and Mr S Marshall-Clarke.

T23 Declaration of Interest in any items on the agenda

No Governor declared an interest in the following agenda items.

T24 Agree Any Other Urgent Business

- Difference between Good and Outstanding Lessons

T25 Minutes of the previous meeting held on 18 April 2016 – agree as a true record

The previously circulated minutes were **agreed** as a true record of the meeting and were duly signed by the Chair on behalf of the committee.

T26 Matters Arising from the Minutes

Mr Hancock advised that more peer observations will take place next time.

T27 Data update

Mr Hancock advised that a small number of staff did not submit their data over half-term and this will therefore be added to the Full Governors' agenda.

ACTION: CLERK TO ADD TO FG AGENDA/RH

Mr Hancock advised Governors of the process that will take place with regard to data collection between now and the end of the summer term.

T28 SES update

The Head advised that there is a new software package – Blue Wave being used for the SES and it is currently being transferred into the new format.

The Head advised that the new format should help with the linking of information and evidence. The new school development plan will also be linked to the SES through this package. **A Governor asked whether it would be**

possible to see a demonstration of Blue Wave and the Head advised that there has been teething problems with the telephone support package but she intends to invest in in-house training for the Leadership Team. It was agreed that an overview of Blue Wave would be given to the Governing Board in July.
ACTION: CLERK TO ADD TO AGENDA/HEAD TO ARRANGE

T29 Review School Improvement Plan:

I. PRIORITY TWO: To secure the best possible outcomes for pupils by improving quality of teaching, learning and assessment

A Governor asked whether the target in respect of 6th form qualifications will be continued into the following year's improvement plan and the Head advised that it will. The Head advised that she has benchmarked the work undertaken with other similar schools and Alfreton Park are doing as much as, if not more than other schools.

A Governor asked whether the Key Worker and improved transition has been successful and the Head advised that there is room for more improvement and it is on the SIP in order that it does not fall below the radar. The Head continued to say that sometimes timescales are not ideal for doing as much transition as would be liked due to the lateness of placements being offered to students. Mr Hancock advised that part of this includes staff working with students to prepare them for leaving the school as most students have been at the school for their entire school-life.

A Governor asked whether a successful criterion is needed for the Communication TA and the Head advised that she is aware that most of the targets have been achieved but the new one is not ready for distributing to Governors and she has added the Communication TA into the SIP in preparation for the new SIP.

A Governor asked what the difference is between an EHCP and a Person Centred Plan and the Head explained that the ECHP is a legal document whereas the Person Centred Plan underpins the EHCP and is more personalised to the child.

2. PRIORITY THREE: To secure the best possible outcomes for pupils by improving personal development, behaviour and welfare

The Head advised that Sleuth software has been ordered and she is currently working with the company to ensure that staff can all use this effectively. A Governor asked whether this success criterion has now been met as it is in place. The Head confirmed that it is and will be colour coded green to reflect that it has been met.

A Governor asked why 3b and 3c are not yet completed and the Head advised

that Josie O'Donnell has yet to distribute the documents to staff. Lisa Crompton has confirmed she will finish STOP before she leaves the school's employ.

T30 Policies for Approval:

- **Positive Behaviour Support**

A Governor asked how behaviour incidents are reported to Governors and the Head advised it is through her report to Full Governors and the new software should make reporting easier.

Governors **agreed** to adopt the policy as written.

T31 Any Other Business (as agreed at beginning of meeting)

Mr Hancock spoke to a previously circulated document advising of the difference between Good and Outstanding Teaching. Governors noted that the document has not yet been shared with staff.

Mr Hancock advised that he has taken the key areas from the descriptors and has then highlighted the difference between Good and Outstanding. Mr Hancock continued to say that articulating 'the spark' was difficult but he has tried to reflect the subtle differences between the two descriptors. Governors noted that Good Teachers are delivering their teaching in a perfectly adequate way with pupils achieving their targets whereas Outstanding Teachers use a more holistic approach.

Mr Hancock gave an example as a good practitioner will have shared their planning with their TA but an outstanding lesson the TA will be empowered to take charge of their groups. Mr Hancock continued to say that differentiation and engagement are seen in both good and outstanding lessons, but in an outstanding lesson students are excited about their learning rather than just engaged. Mr Hancock then advised Governors that whilst a Good Teacher might be aware of differentiation but an outstanding teacher would know what the visual impairments are and act upon it.

A Governor asked whether it is possible to turn a good teacher into an outstanding teacher and this was discussed. It was noted that in an outstanding lesson there is complete engagement from all students beginning at the very beginning of the lesson.

A discussion took place around how the document could be used with staff to ensure best outcomes and success.

T32 Date and Time of Next Meeting

The next meeting will be held on Monday 21 November 2016 at 12.30 p.m.