

**The Pilgrim School**

Minutes of the Curriculum and Standards Meeting held 23<sup>rd</sup> March 2016 at 1600 in the Lincoln base.

Serial No	Item	Comments	Action
1.	Members Present	Mr John Gibson (Chair) Mr Pete Banks Mr Chris Rick Mrs Denise Lyon Mrs Jo O'Neill (Staff Governor) Mr Steve Barnes (Head Teacher) Mrs Lorraine Kirsopp Mr Paul Squire Miss Michaela Lagdon (Secretary)	
2.	Apologies	Mrs Julie Bembridge	
3.	Declaration of Pecuniary Interests	All committee members confirmed that they did not hold any pecuniary interests.	
4.	Presentation	<p>A presentation to the committee was given by Steve Lingard regarding an overview of the Maths and Science department.</p> <p>Governors discussed the changes in schemes of work. JG asked why the school uses different exam boards; SL confirmed that the school uses Edexcel because it is user friendly and can target specific learning needs. JG asked do we have to use that board; SL confirmed only for core subjects however the school will accommodate other school's exam boards. JG asked if the team felt bogged down in tracking and admin; SL confirmed that the data is useful to track pupil's progress. CR asked when mock exams were due to take place; SL that the data from these are used to track progress from January through to exams in July/August.</p> <p>SL explained that the SOW is now more detailed than the framework provided online by Edexcel. Different lesson objectives save planning for all the wide range of needs in each class.</p> <p>JG are some of the maths teachers out of their comfort zone; SL explained that some science teachers are teaching maths and there is much relearning on their part.</p> <p>PB asked do the teachers have all the resources they need; SL confirmed that there had been significant improvements.</p> <p>JG asked how often the maths team meet; SL confirmed that there are regular meetings and reviews.</p>	
5.	Minutes of previous meeting	The minutes of the previous meeting were otherwise accepted as a true record.	
6.	Matters arising from last minutes	<p>The notes of thanks from the Governors to staff had been placed in the school bulletin.</p> <p>A presentation by YP for the next Standards meeting had been placed in the school diary.</p>	
7.	Progress Check 3	All grades have a points value and the school is looking for a progress of 3 points within each PC. Staff record where	

		each pupil is at shortly after arrival and then how they progress from the baseline at each PC. LK and SB explained how and why dips between PC may occur. SB further explained that in relation to CfBT benchmarking PC3 is 'inspirational' and PC2 is 'excellent'. JO added that students not on track often have a reason such as lack of engagement or illness rather than teaching.	
8.	Work Scrutiny Report	Changes to assessment policy have been adopted by staff and there is excellent practice taking place. There have been changes since the last OFSTED and the quality of feedback has significantly improved. Pupil's responses are encouraged and staff have taken more time in lessons to accommodate this. JG asked if there was scrutiny across the board; SB confirmed that this does not target teachers but targets samples of pupils work.	
9.	Pupil Voice	SB confirmed that this is conducted during tutor time. SB stated that it is positive to see more independent learning and different learning styles. Students are recognising where they are in their learning and believe that The Pilgrim has high expectations. SB stated that it was also good to see that pupils were confident enough to also provide negative feedback. JG asked whether we should have a parents survey; DL agreed that links with home are very important. LK explained that we are good at communicating how pupils are progressing, however agreed that improvements could be made to promote the school. PB asked whether the school would consider a parents evening; SB agreed that this may be something that can be considered. LK explained that we have open days for professionals to visit the school to get a better understanding of the school.	
10.	Teaching and Learning Report	This was viewed by Governors as a very positive document. The number of outstanding lessons over a 3 year cycle that have been judged as outstanding is over 70%. A recent visit by Pete Gallagher validated these results. SB explained that teaching at the school is difficult however staff still achieve high standards.	
11.	Exams Policy	The committee considered the exams policy and recommended the following amendments: The Disability Discrimination Act has been replaced by the Equality Act 2010 and the policy should refer to this updated act. SB informed the committee that exams would be run from 2 centres and this should hopefully help with the logistics of pupils travelling long distances to take exams.	
12.	AOB	No other business	
13.	Date and Time of Next Meeting	The Curriculum and Standards Committee meeting finished at 7pm and the date and time of next meeting would be announced at a later date.	

Minutes compiled by

Minutes agreed as true record

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M Lagdon (written up by N Blackwell)

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J Gibson/Chair

Date:

Date: