

**The Minutes of the Curriculum Committee Meeting
Held on Wednesday, 16th January 2019 at 5.30 pm**

Present

Steven Mackay (**SMK**) Headteacher;
Michelle O’Doherty (**MO**);
Verity Lewis (**VL**);
Nick Regan (**NR**) (Chair of Curriculum Committee);
Stuart Weatherall (**SWe**).

1a. Apologies were received and accepted from:

Tahir Darr (**TD**);
Duncan Giles (**DG**).

1b. The meeting was Quorate.

1c. There were no Declarations of Interests.

1d. In attendance

Russell Driver (**RD**), Leader for Learning: PE & Dance;
Jonathan Reeves (**JR**), Deputy Headteacher;
Marya Marriott (**Clerk**).

2. Presentation: Leader of Learning for PE and Dance

R&D circulated his paper, ‘PE and Dance Learning Area’, at the meeting.

It was noted that dance was staffed as a job share, the team was deciding how best to share responsibilities to secure continuity for students. Overall, the PE and dance learning area had a good mix of experienced and young staff. Part of the Sports School Coordinator’s remit was to work with primary schools.

Examinations: RD was working to increase the numbers of students’ taking A’ levels in PE and dance; small groups had applied to take A levels in PE and dance in 2020. Numbers for PE and Vocational Health and Fitness were stable; numbers for GCSE dance examinations were likely to be lower in 2020 than in 2019.

GCSE

2018 results for PE had improved very significantly on 2017, they were predicted to improve further in 2019. Predicted GCSE dance results for 2019 were expected to improve on the previous 2 years. The predicted results for the Vocational Health and Fitness course looked slightly low however, there were numerous variables to consider.

Governors asked: What is the ALPS score for PE currently?

A: It is probably nearly 5 at the moment - I would have to confirm that.

Extracurricular Activities

PE: The numbers for extracurricular PE with very good. There were c.40 taking part in badminton, 38 were playing table tennis. The school offered extracurricular sessions for GCSE students to ensure they

have sufficient practice. Netball and football were popular - the school was having great success in competition; there had been some great performances in tough matches.

Dance: There was a wide range of dance clubs on offer. It was noted that it was harder for students to dip in and out of these sessions. The annual Evening of Dance at the Bath Forum was scheduled for 3rd of April 2019.

Governors asked: Who's event is it? What's the format?

A: It's Oldfield's event. There are lots of groups and some individuals performing, it is an annual highlight. A performance by the school's gifted and talented dance students will be held at Dance Umbrella on 2nd of April 2019. The event, which was very successful in the past, is being relaunched.

House Sport. The faculty was putting greater emphasis on inter-house sporting competition, which was proving really successful. Several events had already been held since September 2018 and links with the Scouting Association were being developed.

The PE curriculum had been amended to provide greater breadth. Additional activities had been introduced including gymnastics for Years 7 and 8, golf for Years 10 and 11, volleyball for all, and walk and talk for Years 10 and 11. The activities tied into the GCSE curriculum.

Governors asked: Do students have a choice about what they study?

A: Yes - level of interest is important. Each student should be doing something that they are strong at and enjoy. We try to give them their choice as far as possible. We are seeing the benefits of offering different option blocks, particularly with Year 10. Year 11 is a 'work in progress'.

Governors asked: Is golf offered at Westgate?

A: Yes - and the school has been able to make the most of it.

Governors asked: Are there ways to engage students other than through things like Fitbits?

A: Yes - budget permitting.

Amendments had been made to the Key Stage 3 dance curriculum. Rounders had been removed from the curriculum. Choices had been streamlined; there were 12-13 Sports which could be assessed as part of GCSE studies.

Student Leadership: The Friends of Oldfield School Association had funded a sports leadership qualification for Year 9 students, which was going well. That option had added kudos to participation in sports.

Governors asked: Is the Association likely to be able to continue contributing?

A: We're not sure at this point. In future Year 9 should be able to access some sports funding to help pay for the course. We could ask the Association to consider purchasing sports leader shirts.

Faculty Review: Feedback following staff observations have been very positive. Staff expectations were high and students were engaged. Future PE and Dance Learning Area meetings would focus on consistency of questioning and differentiation.

Vision:

- Students would receive 3 core PE lessons per fortnight which would provide more time to focus on theory and help strengthen exam results.
- Dance teachers would share responsibilities 60/40, reflecting their working hours, so that they were less dependent on email communication and to smooth transition issues.

- It was noted that the sports hall would not be available from the start of March 2019 because it would be in use for examinations.
- GCSE assessment required full-sized handball court markings.
- Increased support for course theory would be provided. Question-level-analysis on past papers (where every question was broken down, students could analyse their answers and identify weak areas) would be part of that support.
- The anticipated site developments were likely to have an impact on sports facilities.
- The possibility of introducing a Sixth Form leadership course was being explored.

Potential threats

- Narrowing of the curriculum due to the loss of the gym.
- Poor quality external pitches. (The issue had been discussed with the grounds maintenance representatives; the holes in the pitches had been filled but there were concerns that they would reappear.)
- Lack of a theoretical teaching base.
- Low numbers of students selecting A' level PE and dance.

Governors asked: The school hosts fixtures - are there any implications relating to pitch quality?

A: Liability is covered, on both sides, by schools' insurance. We know that the only long-term solution is an artificial surface but that is very expensive.

Action: Clerk to log for F&GP agenda.

Governors asked: Is there any mileage in using the Scouts Association field?

A: No - it still slopes - we need all weather pitches. The Lansdowne facilities might be a possibility.

However transport is also an issue; we only have 6 members of staff qualified to drive the minibuses

Action: SMK to explore early release from minibus lease.

Governors asked: Is the lack of a classroom very problematic?

A: It will become more of an issue now that we have more classes, including A' level - we will have to reassess the situation next year.

Governors asked: Nationally, what's the percentage of students undertaking PE at A level?

A: I would need to check that figure. Would guess it is fairly low although some schools give it high priority.

Governors asked: Is there a group element a level dance? (ie if numbers are low.)

A: We would take advice on how to address that issue if needed.

Governors asked: Are you allowed to mix genders in a team?

A: We research and apply the relevant Sports standards as necessary.

Governors asked: Is there an age cut off for mixing gender?

A: Yes - it varies depending on the sport.

Governors asked: Is there equal access to every sport for boys and girls?

A: Generally, if students want to participate in something we do our best to offer it.

The Committee thanked RD for his report. RD withdrew from the meeting at 6.15 pm

It was agreed 30 minutes would be allowed for future Leaders of Learning presentations.

Action: SMK/Clerk

3. Notification of Any Other Urgent Business. There were no additions to the published agenda.

3 | The minutes were agreed to be an accurate record and signed by the Chair.....Date.....

4. **Election of the Chair of the Curriculum Committee**
NR was duly election Chair for a 1-year term of office.
5. **The Minutes of the last Curriculum Committee Meeting (11th October 2018)**
The minutes were approved; they were signed by the Chair of the Committee and passed to the Headteacher for inclusion on the Governing Board file.
6. **Matters arising from the last meeting.** (Please see page 8.)
7. **Whole-School Headlines**
The data dashboard had been circulated in advance of the meeting. SMK summarised:

Progress 8

Outcomes for Year 11 were predicted to be lower than in 2018. It was known that the cohort would be difficult to improve by the time of the exams. There were issues relating to aspiration and attitude which related largely related to boys. The deputy headteacher was working with the group. Predictions for boys were in line with those from 2017. Girls at the school were expected to do better than their peers, nationally.

Pupil Premium (PP) for 2019 was a concern. By Year 11 issues were entrenched; a small group who had joined the school late in their education but were far behind their peers and had poor attitudes to learning. If that group's data was discounted the gap narrowed significantly. Pupil Premium results were predicted to improve in 2020.

English needed to improve. The 'open' was still problematic; some students were not filling their options buckets. There were anomalies in relation to music and art.

Governors asked: Do we have reason to think that English results will get better?

A: Yes. The Leader for Learning is confident – the next key assessment point is March, when there will be another mock exam.

Governors asked: Is the English team doing something different?

A: They have been responding to the issues previously identified.

Attainment 8

The school's attainment as a whole was predicted to be better than national picture, however this was not the case for PP and SEN (special educational needs).

Attainment

The headlines appeared good but SMK noted that it was not possible to compare Oldfield's data with other schools at this stage.

Governors asked: Are the expectations for PP students better in future years?

A: It is very clear that they are for Year 10.

Governors asked: Is the action taken in relation to PP effective?

A: It is if we are able to remove the barriers to learning; unfortunately many of the barriers relate to issues outside of the school's control i.e. within families and the impact of cuts.

There is a problem with boys but the situation is better in Year 10 than in Year 11. Year 10 is a hard-working, engaged group - but we are conscious that judgements must not be based on attitude rather

than aptitude. We know what's needed. We know that PP outcomes won't be good this year. Maths is the weakest in terms of outcomes; work is needed in terms of attainment and progress.

Governors asked: Is the data indicating that students will improve their performance?

A: No. These are predictions and we are extrapolating 4 exam outcomes. This year's PP students are more able than last year but they are not making the progress that they should be.

Sixth Form Data Dashboard

Governors asked: Can we expect this year's A Levels to dip?

A: It depends which students move up. We will also investigate the possibility of having an external review of PP. **Action: SMK**

Governors asked: Does the data follow students' performance from GCSE to A' level?

A: Yes. The worst-case scenario for Year 13 would be for examination results to reflect mock examination outcomes. An overall ALPS 3 score for progress was a realistic expectation; ALP 2 would be very good; if the outcomes from 2018 were sustained it would be a remarkable result.

A' level outcomes were looking very promising. It was noted that 8% of the cohort had been offered places at Cambridge.

The school had a value-added score of 0.24 for A' level - the best result for a state school in the Bath area. GCSE results were likely to be a little disappointing.

Attendance/Exclusions

The school was seeking alternatives to exclusions. Some students needed support that could not be offered at Oldfield. Many exclusions related to a small number of students who had joined the school late and were not accustomed to Oldfield standards. There was a significant difference between the average attendance levels of students supported by PP (88%) and those were not (95%+).

SMK circulated a report, *Holidays taken during term time report 2016 to 2019.*

G codes indicated unauthorised absence. H codes indicated authorised absence - only permitted by the school in exceptional circumstances.

It was noted that the overall percentage of students taking holiday during term time had declined. 0.2% of absence related to students being taken on holiday during term time; an average of 4 school days were missed by those students.

Governors asked: How long are school sessions?

A: They are mornings or afternoons - the school day is divided into 2.

Governors asked: What is the size of the fine if a penalty notice is issued?

A: £60.

It was agreed that the size of fine was unlikely to be a deterrent.

8. School Improvement Partner Report

The full report, dated 12th October 2018, had been circulated.

Pupil Premium and student attendance had been key areas of investigation during the visit. The report confirmed information provided by the Headteacher relating to barriers to learning and the impact of non-attendance. At the date of the meeting there were 115 students in receipt of FSM (free school meals) and 206 students supported by PP.

The PP attainment gap at GCSE had expanded in 2018. It was anticipated that the free school meal group gap would be very large in 2019; within that group were students who did not attend school. Oldfield had offered places to students displaced by the closure of their original secondary school, a high proportion of those was supported by PP; this was a very significant challenge for the school.

The SIP's report confirmed that the non-attendance was the biggest drag factor on PP students' progress.

Link Governor Report

MO, Link Governor for Pupil Premium, had joined the morning session. (MO's comprehensive Link Governor report had been circulated in advance of the meeting.) The focus for MO's visit was: *To monitor and better understand how Pupil Premium is spent and the impact it is having on the outcomes of students in the PP group.*

MO and Sarah Mills (Assistant Headteacher, Pastoral Lead) had discussed the issues in detail. During the visit a learning walk was taken to gauge the impact of strategies intended to enhance staff awareness of PP students' needs.

MO advised that

- A whole school approach to PP had been employed
- Staff awareness of issues had been raised by sharing PP student profiles which identified individual barriers to learning.
- PP mentors had been introduced, a role for which many members of staff have volunteered.
- Staff were encouraged to mark PP students' books first, and to ensure they were asked questions in class discussions
- Seating plans to ensure that PP students are not right at the back of the room were being implemented.

The visit included a meeting with a panel of students supported by PP. The school had put in place very good support for its learners; that work was having an impact but the issues were numerous and complex. MO was clear that a one-size-fits-all approach was not possible.

Governors asked: Does the school have database of students' barriers to learning?

A: The PP Student Profiles provide that information.

The committee thanked MO for her very useful report.

9. Review of progress against Key Performance Indicators

Carried forward to next agenda. **Action: SMK/Clerk**

10. Parent, Student and Local Community Voice

The terms of reference (item 10) tasked the committee: To ensure that the Student, Parent and local Community 'Voices' are heard. It was noted that:

- SMK had provided Parental Engagement Survey Data from recent parents' evenings at the last full Governing Board meeting (13th December 2018). The questions were aligned to Ofsted's Parents' View survey. The results were very positive. There was a very high number of positive responses to all questions. Parents reported that their children felt safe and made progress. More than 99% strongly agreed or agreed that the school was well led. More than 98% had agreed or strongly agreed that they would recommend Oldfield School.
- The Governing Board held an annual meeting with representatives of the Student Council (last meeting 13th December 2018).

- The Governing Board held an annual open meeting with all staff who wished to attend (last meeting 13th December 2018).
- Community: Governors were reminded that MO was an elected Councillor for Bath Local Authority. The school and governing board regularly received feedback via the school website.
- The Governing Board complied with the requirement to publish the Complaints Procedure on the school website.

The committee agreed that the level of effort to address this part of the terms of reference was appropriate.

11. SEF (School Self Evaluation)

The summary had been circulated in advance of the meeting via GovernorHub. The curriculum related content reflected earlier discussions. SMK advised that there would be some adjustments to the SEF sub-headings once the new Ofsted Framework, due to be implemented in September 2019, was confirmed. It was agreed that the summary of the SEF would be shared with staff. **Action: SMK.**

12. Policy Review

Review of the Admissions Policy had been included on the agenda by mistake. (At the Admissions Meeting held on 6th December 2018 it had been agreed that the admissions policy and PAN would be considered by the first full governing board meeting at its first meeting of the academic year.)

Action: SMK – update of policy schedule

Action: Clerk – update Committee Terms of Reference and Scheme of Delegation.

13. Review of Risk Register (Standing item)

R14 - GDPR (General Data Protection Regulation):

It was agreed that this risk would be discussed at the next Curriculum Committee meeting.

Action: JR (It was likely that GDPR oversight would be moved to another member of staff's remit.)

Governors asked: Are we confident that all staff have been trained?

A: All staff have received training.

R15 - Ofsted:

The outcomes for PP students might result in the school being judged less than good. However, that aspect was likely to be counterbalanced by very good A' level results.

14. Any Other Business

There were no further items for discussion. The meeting closed at 7.20 pm.

Remaining Curriculum Committee meeting dates 2018-2019

- Thurs 25th April 2019
- **WEDS** 3rd July 2019.

Items for the next agenda:

- Presentation by Head of Creatives Faculty (30 minutes)
- New Ofsted Framework (To be confirmed)
- Review of KPIs and SIP Priorities (Standing Item)
- Review of Risk Register (Curriculum Items) (Standing item)

Sequence of Faculty Presentations at the Curriculum Committee

- 2018-2019 - Term 6 – Science
- 2019-2020 - Term 1 - Maths
- 2019-2020 - Term 3 – Communications.

Item 7. Matters Arising

From 18th October 2018

Item 5. Election of the Chair of the Curriculum Committee

Action: Clerk to log for next Curriculum Committee AGENDA

Item 8. Curriculum Committee Terms of Reference and KPIs (Key Performance Indicators)

...agreed that the Freedom of Information Publication Scheme should be linked to the GDPR Policy and move to Finance and General Purposes Committee's remit.

Action: Clerk – update Scheme of Delegation and TORs

Action: SMK – update Policy Schedule.

Item 11.3 Unauthorised

Governors asked: What were the figures for previous years?

A: I would have to check. Action: SM to circulate. [Please see item 7.]

Item 11.6 SEND (Special Educational Needs and Disability) Group Data

[...HES (Hospital Education Service)]

Governors asked: Could we offer the support needed at the school?

A: The costs of setting it up would be significant but it could be investigated. Action: SM/SMK [The investigation had confirmed that it would be more expensive for the school to take the HES work in-house. There were no children at the school requiring HES support at the date of the meeting; if the situation changed the position would be reviewed.]

Item 11.6 SEND (Special Educational Needs and Disability) Group Data

...the Pupil Premium Plan for 2018-19 would be reviewed and added to the school website. Action: SMK/SM

[A review of the impact of the interventions used in the previous year was underway.]

Item 13.1 Special Educational Needs (Policy)

...the policy stated that it was approved by the Full Governing Board; this would be changed to the Curriculum Committee, as stated in the Governing Board's Scheme of Delegation. Action: SM

Item 13.1 Special Educational Needs (Policy)

The Curriculum Committee agreed that the revised policy should be adopted. It would be scheduled for review in October 2019. Action: SMK

From 6th July 2017

Item 12(a). Any other URGENT Business.

SMK was investigating the introduction of a school dog. Action ongoing: SMK.