



**Curriculum Committee Meeting**  
**Thursday, 14 January 2021 at 5.30 pm**  
**Via VIDEOCONFERENCE**

**Chair: Nick REGAN**

**MINUTES**

**Present:**

Nick REGAN (*Chair*) – **NR**  
Tahir Darr – **TD**  
Duncan Giles (**DG**)  
Steven Mackay (*Headteacher*) – **SMK**  
Stuart Weatherall – **Swe**  
Louise Nevers – **LN**

**In attendance:**

Jonathan Reeves – **JR**  
Sophie Cornelius – **SC**  
Graham Nash – **GN**  
Susan Kara – **SK** Observer  
Jeremy Kaye (*Clerk*)

	Item
1.	<b>Welcome and Introductions</b> The chair welcomed everyone to the meeting and thanked them for their attendance.
2.	<b>Procedural items</b>  <b>2.1 Apologies</b> There were no apologies received nor recorded  <b>2.2 Confirmation of Quorum</b> It was agreed that the meeting was quorate  <b>2.3 Declarations of Interests for this meeting</b> None were notified  <b>2.4 Notification of Any Other Urgent Business</b> None were requested or agreed
3.	<b>The minutes of the last Curriculum meeting on 8 October 2020</b>  <b>3.1</b> The minutes were <b>APPROVED</b> and will be signed in due course

	<p><b>3.2</b> Matters arising from the minutes</p> <p><b>3.3</b> Review of attendance &amp; exclusions <b>COMPLETE</b></p> <p><b>4.0</b> Parent letter from SMK regarding withdrawal from lessons <b>ROLLED OVER</b></p> <p><b>4.0 What is Topaz?</b> - Operation Topaz explanation <b>COMPLETE</b></p> <p><b>Outstanding from October 2019</b></p> <p><b>Item 8</b> – Attendance &amp; Exclusions data <b>COMPLETE</b></p>
5.	<p><b>The chair agreed to take item 5 in advance of item 4 to release Ms Cornelius.</b></p> <p>Sophie Cornelius gave a verbal update on the science curriculum. She explained the changes to her department and gave a staff update including interviewing for a technician.</p> <p>She shared her screen and explained the KS3 curriculum, how this was changing and the aim to produce an enriched curriculum.</p> <p>She then went on to share a sample lesson plan showing the coding system.</p> <p>She explained that she had spoken to Ofsted who liked her spiral intent and she explained the next steps for lower attainers.</p> <p>She updated the committee on current challenges including delivery through lockdown, last year revision proposal and that September adjustments that may be required.</p> <p>She advised that years 11 &amp; 12 were out of the learning habit and particularly how to answer exam style questions. She explained that she was working on solutions to this issue.</p> <p>She gave an update on KS4 re organisation with resources on SharePoint and explained revision videos on different aspect of the curriculum as well as an overview of the department.</p> <p><b>TD:</b> You said that Ofsted noted the depth of learning. Thank you for that it is good news.</p> <p><b>Q: NR:</b> Is SharePoint for pupils or staff?</p> <p><b>A: JR:</b> It is for both</p> <p>JR then explained the cloud-based structure including signposting of resources and the long-term benefits.</p> <p><b>Q: TD:</b> Training up a lower-level teacher, is that normal?</p> <p><b>A: SC:</b> It may not be common but we have always done it as CPD</p> <p><b>Q: SK:</b> Do you have any data yet on teacher assessments for the year 11 exams?</p> <p><b>A: SC:</b> We have done mocks so have some data as well as end of topic assessments</p> <p>JR said that mini exams had been discussed and internal assessments will give some broad evidence</p>

	<p>SMK added that we are confident we will have the data</p> <p><b>Q: LN:</b> What are we doing about teacher bias?</p> <p><b>A: JR:</b> Explained how this was looked at last year and the process</p> <p><b>A: SMK:</b> We did not have bias issues raised by parents but remain aware</p> <p><b>Q: SWe:</b> How do we satisfy no bias?</p> <p><b>A: SMK:</b> By following the detailed process as described by JR</p> <p><b>A: JR:</b> In addition, this year we have more time to explain the process</p> <p>SMK advised that the process will be shared in due course</p> <p><b>Q: SWe:</b> Does proficiency in maths support science?</p> <p><b>A: SC:</b> It is difficult to align maths with science as there is a disparity on subject timing but we do need to work with maths department</p> <p>The chair gave thanks to SC for her presentation and the work she is doing. This was supported by all present. SC then left the meeting.</p>
6.	<p><b>The chair agreed to take item 6 before item 4 to release Graham Nash</b></p> <p>GN shared his screen to show the ALPS1 data which had been distributed in advance. He talked through an explanation of the data in general terms starting with year 13.</p> <p><b>Q: SWe:</b> Can this be analysed by sub groups?</p> <p><b>A: GN:</b> Yes, gender and ethnicity but there is not much disparity apart from more boys but even this is not significant</p> <p><b>Q: TD:</b> What about predictions for exams?</p> <p><b>A: GN:</b> No exams this year and the process has yet to be agreed</p> <p>SMK added that it could possibly be a test marked by teachers</p> <p><b>Q: SWe:</b> How will this work with university entrance?</p> <p><b>A: SMK:</b> We do not know yet</p> <p>GN summed up by saying he was quite relieved with the figures and quite positive</p> <p>He then moved on to year 12 and again shared his screen and ran through the emerging picture which was positive.</p> <p><b>Q: TD:</b> Are year 12 in school?</p> <p><b>A: GN:</b> No, just like other students</p> <p><b>Q: Chair:</b> Are we getting applications for 6<sup>th</sup> form?</p>

	<p>A: GN: about 160 so far which is similar to last year which ended with 117. The target is 100 but we can manage 100-120.</p> <p>SMK added that we expect about 100</p>
4.	<p><b>Update on the current return to school</b></p> <p>SMK gave a brief recap on his document that had been distributed in advance and read by all</p> <p>There had been no return to school but remote learning feedback was very positive due to hard work by the team with no concerns. He advised that we were able to flip to remote learning straight away with no delay and no issues. Full timetables are being followed with the exception of PE and dance. Live lessons are as per curriculum just with shorter lesson times.</p> <p>SMK mentioned receipt of lots of emails of praise from parents. Over 100 laptops had been sent home and all staff are able to engage as nurseries remain open. It is going well.</p> <p>Parents have been asked to behave as if school is open and stated that schools are open, just not on site.</p> <p>JR added that staff do not appear stressed and are fairly upbeat.</p> <p>There was a brief discussion about learning habits, which staff are in school and how those that need or wish to work at school have a classroom to use.</p> <p><b>Q: Chair:</b> Are we sticking to the rule not to travel unless necessary?  <b>A: SMK:</b> Yes, and it is not causing a problem</p>
7.	<p><b>Attendance and exclusions data</b></p> <p>SMK advised that there was not much data at the moment and directed the committee to his HT report of December. It showed attendance was pretty good with only years 10 &amp; 11 any concern. This will be followed up with details to follow.</p> <p>JR added that it's a shot in the dark with regards to attainment</p> <p><b>Q: TD:</b> Is attendance or lack of chased?  <b>A: JR:</b> Yes, and followed up when a student has not logged in. This showed who had no laptop so we could follow up. We also discuss with staff pupils do not engage.</p> <p>The exclusion numbers were discussed with 45 by December increasing to 60 by the end of term. 18 students about 1.4%. He said that there is obviously an additional reluctance to permanently exclude at this time. There is an increase in issues from years 7&amp;8 with information from schools in Bath being similar. PP kids</p>

	<p>continue to be higher than the rest of the school with an increase in girls which is also similar to other schools. JR agreed this was very noticeable.</p> <p><b>Q: SWe:</b> If we are not back in school next term, what happens next?</p> <p><b>A: SMK:</b> It will be very difficult but we will carry on.</p> <p><b>Q: SWe:</b> Will we have added risk?</p> <p><b>A: SMK:</b> Yes, some staffing and some physical issues &amp; resources. However, construction continues so that should be ok</p>
8.	<p><b>Whole school self-evaluation (SEF) 2020</b></p> <p>SMK advised that this had been suspended due to Covid as there is little or no data. The SEF has not been updated.</p> <p>There was a discussion around how QA can work in lockdown, maybe via TEAMS</p>
9.	<p><b>Review of progress against SIP KPI's for curriculum</b></p> <p>SMK advised that the improvement plan is on GH and has been updated.</p> <p>It was AGREED after a brief discussion that SIP KPI's for curriculum against progress were impossible at this time.</p> <p>SMK noted that CPD had been put on hold but that work was now being done to re-start.</p> <p>A lot of pupils have signed up for catch up tutoring, 120 in KS3 and KS4. SMK advised of 5 days of mentoring per week. They are also appointing tutors for KS4. This program starts this term, remotely. The spend on catch up is £80k.</p> <p><b>Q: Chair:</b> Are resources purchasing new laptops?</p> <p><b>A: SMK:</b> No, that is related to finding a way to make it work. Which is why it is marked red and parked.</p> <p style="text-align: right;"><b>ACTION: SMK: Ask Lucy to look into this.</b></p> <p><b>Q: Chair:</b> When are they likely to move from red to amber?</p> <p><b>A: SMK:</b> We do not know at this time</p>
10.	<p><b>Review of risk register</b></p> <p>The risk register was reviewed and no changes were required</p>
11.	<p><b>Any other URGENT Business</b> (as previously agreed in item 2.4)</p> <p>There were no items of AOB</p>
12.	<p><b>The date of the next meeting was agreed as 29 April 2021</b></p>

Signed on:

**By:**