FINAL
Minutes of the Curriculum and Standards Committee

Wednesday 17th January 2024 at 6.00pm

Present: Mr. C. Davison (Chair), Mr C. Milnes, Mr M. McKeown, Mrs E. Jubbs, Mrs A. Edlin

Guests: Kirstie Capes, SLT, Elle Garbutt,SLT, Paul Fragle, SLT, Greg Gilbey, SLT

Apologies: Mrs L. Holmes, Mr. D. Gibbons, Mr. N. Potter, Mrs H. Allison-Warby

13	**Welcome and Apologies:** CD welcomed the committee. It was agreed to change the order of the Agenda to Item 5, 8, 6, 7	
14	**Declaration of interest in any items of discussion**: None	
15	**Confirmation of Minutes of the Previous Meeting:** 27th September 2023 Governors attending the present meeting were absent from the meeting held on 27th September 2023 so were unable to confirm the Minutes. **MM confirmed the Minutes were a true and accurate reflection of the meeting.**	
16	**Matters/Action Points arising from minutes of previous meeting**:	
17.	**Attendance Update, 12 days of Christmas** (Kirstie Capes) KC gave an overview of the 12 days of Christmas Attendance initiative which was implemented to improve attendance over the Christmas period. All students received a Festive Feast and those students in the 2% club (98% attendance or higher) and students with a good behaviour record had a trip to the Cinema. There was a reward for every student who attended school for all of the 12 days of LCHS Christmas. A good atmostphere was created and all the students were fully engaged. The initiative worked well and will be used again over the 12 days before Easter and the 12 days before Summer, times when attendance tends to drop. KC advised that overall attendance has significantly improved. The cummulative data across all year groups indicates that in our first week back attendance was 2% higher than last year. We are broadly in line with National figures and in comparison with 'like for like schools' our attendance figures are higher. Attendance for our current Year 11s is also higher than last year so they are doing much better. KC briefly discussed Strive for Five initiative where each tutor targets 5 students who are persistently absent. The school has approximately 25% of students classed as persistently absent and we are taking focussing on them. Tutors are taking ownership of 5 students each and during term 2 60% of those targeted students attendance improved. The priority this term are the SEND studentswith an EHCP. There will be an Attendance 'champion' who will also be focussing on the 5 students and liasing with the SEN department. Last term SLT focussed on Year 11, this term they will be looking at Year 7 as early intervention makes an impact. KC advised that we are continuing communication between school and home and looking at particular case studies; we are constantly monitoring. **CM asked how we deal with the hard core students who do not attend?** KC reported we have 2 additional people working solely on attendance. EWO Home visits have increased as we now have the capacity. EBSA is working as well to offer support to students but funding is not readily available. **CD thanked KC for the update. KC left the meeting at 6.25pm. The committee then proceeded to item 8 of the Agenda.**	

18.	**Literacy Update** (Greg Gilbey) GG discussed the Literacy Review. GG highlighted the additional staffing - we now have a full time member of staff Zoe Mills as the Literacy Lead, and a Literacy Co-ordinator Raffaella Majolo, who is also the school Librarian more than doubling our capacity. This enables increased visibility around the school. Zoe is able to go through the departments looking at the 2 years of training we have done and seeing how it is implemented. She will be attending department meetings and looking at it strategically offering support and help. This will also be audited and tracked. GG advised tracking is an area to be improved on. We want to track the amount of students involved in literacy and enjoying reading but also how much they are doing. We will be asking Form Tutors to look at how much their students are reading and what types of reading materials they use. There has been an increase in the resources available with an increased number of books so that students in every form has one each. The range of books has also been reviewed and updated and we will be looking at reading in a much wider sense; electronically, graphs, maps, news reports etc. to broaden the scope of reading. GG advised there is a future plan to get the whole school involved in writing a novel in a day where everyone on site writes one sentence. The book will then be published and displayed in Reception. Lines from the book that people have written will be displayed around the school encouraging everyone to get involved. There will also be collaborative events between Literacy and Numeracy departments. The range of reading projects includes: • Bedrock, an online platform to support literacy, compulsory for Years 7/8. • Form Reading • First Story – the Book launch was hosted at BGU and was very successful • National World Book Day • Eco PoetryWorkshop – Students to write Eco poems for Earth Day **AE asked whether there was a split between boys and girls in relation to literacy?** GG advised that a lot of the events were mixed, however, a number of boys were involved in First Story. If students are reading at the end of Year 7 going into Year 8 students then they are all fully engaged. **CM asked how the disadvantaged students with low reading ages get involved?** GG confirmed they participate in Bedrock and Reading for Life. Programmes and activities are adapted and tailored to their specific needs with regular monitoring and updates from the SEND departments easily identifying those with problems. We have First Story Ambassadors/Mentors who engage in community reading with students, which helps readers gain confidence and enjoy the processes of reading. An invitation was extended to Governors who may wish to come into school and get involved with community reading. **CD thanked GG for the update. GG left the meeting at 6.50pm**	
19	**Behaviour statistics, inclusion, exclusion etc.** (Elle Garbutt) EG advised that we have completed the Behavaviour Hub Programme and are now a recognised Behaviour Hub School. The implementation of the Behaviour Hub Action Plan was discussed and on the whole everything is moving along well. The ECT areas need work. The colour coded Action Plan indicates where we are at and the steps being taken. It is a continuing working document. A data summary was provided of the major behaviours at the end of last term. EG then discussed the Behaviour Ladder which is a formalised structure of working through students behaviour and explained how it works. Each stage of the Ladder details what actions will take place at that point and things to be considered going forward. Pre-stages are now included on the Ladder to enable enough time for strategies and sanctions to work and these are discussed beforehand with Parents.	

19.	Continued ……. Students are aware of the Ladder and of the consequences of each stage. The data summary clearly indicates how many students are at each stage of the Ladder. We have had 4 permanent exclusions this term and 3 situations where we have found Alternative Provision. We are currently working with Acorn Free School with 2 placements there together with 3 KS4 placements that are ongoing. We also have one KS3 placement at Springwell Spalding and one at Hill Holt Wood. EG confirmed that our Behaviour Ladder system meet with the Policies of the Local Authority and they have confirmed that our strategies are successful and robust. **EJ asked whether suspensions are included in our Attendance data?** EG confirmed **yes** they are. **CM stressed the problem with behaviour and the lack of alternative provision is not going away. With the stress involved and the increasing costs to the School in finding alternative provision CM questioned whether we are reaching a point where the school could create an onsite facility/unit to accommodate those students?** MM advised that plans are in place for an onsite Alternative Provision and a feasibility study is in the development stage, further information hopefully to be shared before Easter. EG advised the booklet **The LCHS Guide Good Behaviour Leads to Good Progress** is being sent out to all Parents together with letters regarding Attendance. **CD thanked EG for the update. EG left the meeting at 7.25pm**	
20	**Safeguarding Update** (Paul Fragle) PF discussed the Overview of the term re Safeguarding which contained all the facts and figures. All new staff have received Safeguarding training. The data recorded on CPOMS is subjective as it is based on what the teacher believes regarding the situation. Bullying is often recorded on the system together with what restorative action has been taken. However, in some situations this could be just unkind words or friendship fallouts which is not regarded as Bullying. Therefore 2 different systems are used for recording data so if a particular name comes up time and again on CPOMS it is investigated further to see whether it is indeed to be classed as Bullying. The figures are similar to last year with no significant changes. Mental health support continues to be a challenge. We have an internal Counsellor as outside services continue to be stretched with a 3 month waiting list for CAMHS. We are trying to be preventative rather than reactive. We have appointed 2 Pastoral Managers who have worked in SEND and NHST so are very experienced. We have been impressed with their work so far. We continue to have assemblies on Respect and Values and CM regularly comes in to see students and Staff. The Safeguarding Audit process is starting ready for submission to the LA. **CD thanked PF for the update. PF left the meeting at 7.45pm**	
21	**Head's Items –** Ofsted Inspection follow up Nothing further to add. Feedback covered in discussions in previous meetings and the regular SLT updates. All areas are being covered, over 250 lesson observations have taken place to date.	
22	**Chair's Item: -** none	
23	**Policies**: LCHS Early Careers Teachers (ECT) Policy 2023/2024 The Policy had been reviewed ahead of the meeting. There were no questions or objections. **EJ proposed, CM seconded. Policy approved.**	
24	**Any Other Business –** none	
25	**Date of next meeting:** 6th March 2024 **Meeting finished 8.05pm**	