

AYLESBURY GRAMMAR SCHOOL

MINUTES OF THE LEARNING AND TEACHING COMMITTEE
FRIDAY 28 MAY 2021 AT 8AM (held via Google Meet due to Covid-19)



PRESENT:	Mr J Collins (Chairman) Mr M Brock Mr N Gibbs Mr K Hardern	Mr M Sturgeon (Headmaster) Mr E Walter Mr R Williams
IN ATTENDANCE:	Mrs C Cobb Mr A Fails Mr T Hall Mr P Jennings Mr G Singh	Clerk Governor Observer Governor Observer Governor Observer Assistant Headteacher
APOLOGIES:	Mrs A Ward	Apologies received and accepted

		ACTION
1	NOTIFICATION OF ANY OTHER BUSINESS No items were tabled under Any Other Business.	
2	DECLARATION OF INTERESTS Mr Fails and Mr Jennings both declared an interest in SEND, as parents of son's on the SEND register.	
3	MINUTES AND MATTERS ARISING	
3.1	MINUTES The minutes of the meeting held on 26 February 2021 were agreed as an accurate record and duly signed by the Chairman.	
4	ACTIONS TAKEN SINCE THE LAST MEETING An update on the actions taken since the last meeting had been previously circulated.	
5	REVIEW TERMS OF REFERENCE Governors agreed the terms of reference should be recommended to the FGB with no amendments.	FGB
6	COMMITTEE MEMBERSHIP AND APPOINTMENT OF CHAIR The Chair encouraged all new Governors to join the Committee, as it is the core business of the school. The Chair also reported he would not be standing for re-election at the next meeting and asked all Governors to consider putting themselves forward for the Chair position.	
7	#EVERYONE'S INVITED – SCHOOL'S RESPONSE The Headmaster reported the #Everyone's Invited website was set up by an	

ex-student of Alleyne's School, to give a voice to young people and it has had a massive response. A number of schools have been implicated and to date AGS has not. The school has been very proactive around sex education and relationships for a long time, recently the Head boy delivered an assembly around Everyone's Invited, which was excellent. The SLT have reviewed sex education and what we will do going forward includes, sex education and relationships will be included on the SDP; an Action Committee, similar to the Equality, Diversity and inclusion Committee will be set up to review sex education and relationships; the sex education and relationships policy has a programme of events which will be rolled out; The school is aware of some areas of concern and these are being addressed; there is a welfare strategy for both staff and students in place; When previous allegations have been made, these have been responded to through the pastoral system; Jane Richardson and Lilla Venning are going to take the NSPCC training, this will then be delivered to all staff; AGS actively liaises with AHS and we are looking to see how we can collaborate further; The Home School Agreement and Code of Conduct is going to be reviewed; An information evening for parents, similar to the Drugs education information evenings is being considered; Case studies are being drawn up on how the school responded to concerns raised; Experiences we have had in school have enabled very open conversations with staff and changed the culture which has provided staff with a lot of confidence.

8 REVIEW OF RISK REGISTER – PERTAINING TO THE COMMITTEE

Governors reviewed the two risks pertaining to the Committee, as follows:

Quality of Service – Governors agreed the RAG rating applied was correct
Curriculum Compliance – The Headmaster requested and Mr Jennings agreed to review the RS curriculum to ensure it is compliant.

Mr Jennings

Mr Brock noted that the L&T Committee have 2 risks assigned to it and RiF 103. Mr Williams agreed to review the risk register to ensure risks are correctly assigned.

Mr Williams

Mr Fails suggested that tolerance and the mitigation in place for all risks is included on the register and agreed with Mr Jennings to review the risk register with the Headmaster.

Mr Fails, Mr Jennings & Headmaster

9 TEACHER ASSESSMENT GRADES

Mr Singh reported the JCQ policy, FAQ's and evidence base has all been published on the website. The Headmaster took Governors through the process the school has taken including the assessment and moderation. Results must be in line with previous years and if much higher, good evidence must be provided to support the results. All parents have been written to ask them if they wish to complete special consideration forms, to date none have been received, which demonstrates how well the pastoral team know the students. Grades will be submitted to the exam boards by 18 June and results will be out on 10 August for A levels and 12 August for GCSE's. The whole process is extremely challenging for staff as well as the additional workload, they are also having to manage parents and student anxieties, which is understandably very stressful for staff too. Mr Hall reported as a parent of a Year 11 student he felt the school has done an amazing job and kept both students and parents fully informed of all developments. **Mr Fails asked if the ongoing operating model has been reviewed?** The Headmaster responded the SLT recently reviewed this and a hybrid model is being considered, the school is in a very good position to respond if learning needs to be done remotely. **Mr Fails asked how the**

school is tackling wellbeing and mental health for staff? The Headmaster responded it is difficult for the SLT to respond to each individual member of staff but subject leaders and heads of departments know their staff well and can support them where necessary. An extra INSET day and an additional learning day has been arranged for this term to give teachers some additional time. Subject leaders were given half a day off timetable to consider the TAG process for their subject. The Headmaster asked for his huge thanks to be recorded to Dr Smith and all of the SLT for the processes and systems which have been put in place for the TAG's and to all teachers and support staff for the additional workload they have undertaken. Mr Singh also reported staff have been supported to reduce some of their regular activities but this year has been unprecedented in terms of workload.

Governors noted three students are unlikely to reach the criteria to return for Year 12. They are being supported around next steps, but given the number is small it is testament to the resilience of the cohort.

The Chairman on behalf of all Governors congratulated all staff for what they have achieved during this year.

10 STRATEGIC PRIORITIES

Mr Singh updated Governors on the progress being made on the strategic priorities, as follows:

- **Extend and implement the Digital Learning Strategy in conjunction with LT1** – The roll out of the SMART TV's in each classroom has been extremely well received and provided teachers with more options in delivering a lesson, 50% of classrooms now have one installed. Teachers are being upskilled and the SMART TV's have been a great success from both the student and staff perspective. The SLT are currently exploring each student having the same device, with a possible introduction in the lower school in the next academic year. A trial will take place this term, giving a Year 7 class a chrome book for 4 weeks, to establish what the benefits are. The devices will be used to enhance a lesson and not replace writing and other teaching methods. Governors requested and Mr Singh agreed to feedback the outcome of the trial at the next meeting.
- **AGS Learner – develop and implement strategy (character and resilience)** – The kitemark from the Association for Character Education, was very pleasing and validates everything the school is doing. The AGS Learner is linked to the Learning and Teaching policy, as the AGS Learner has evolved emotional character is going to be developed through personal development sessions, which will be held weekly with Form Tutors. Data is also being gathered around student involvement with extra-curricular activities to establish what the benefits are and differences in progress between those who are undertaking extra-curricular activities and those who are not.
- **COVID-19 – Review and develop remote home learning and in-school provision- Curriculum, assessment, support** – There was nothing further to report.
- **Operationalise Educational Research to improve the quality of learning and teaching** – Mr Gibbs reported the Working Group meets regularly and interest is growing amongst staff.
- **Extend and enhance involvement with Challenge Partners to impact teaching and learning at AGS and beyond** – A very effective meeting has taken place recently around the transition for KS2. AGS is

Mr Singh

ACTION

working very hard with the primary schools. Two schools in the hub have decided not to continue but Princes Risborough School, The Royal Grammar School, Insignis MAT are joining so overall it remains very positive.

- **Maximise achievement with a focus on upwards convergence** – This is still very much the aim.
- **Curriculum review** – Governors noted the curriculum review is going to take place in the next academic year. Governors requested Dr Smith attended the next meeting to give an update.

Dr Smith
Agenda

11 POLICIES FOR REVIEW

- **Learning and Teaching Policy** – all agreed the policy should be recommended to the FGB subject to an amendment that it should signpost people to the Remote Learning policy
- **Complaints procedure** – Governors noted the policy has been reviewed by VWV. An addendum may need to be drawn up once Ofqual have released the guidance on exam appeals for this year.

FGB

12 ANY OTHER BUSINESS

12.1 SEND GOVERNOR VISIT

Mr Hardern reported that he had made a visit to the SEND department, attending a virtual coffee morning, which is available for all parents who have a child on the SEND register. 20 parents attended and Mr Hardern learnt that the SEND department is open from 8am-5pm. The parents are clearly very grateful for the opportunity to share information and their appreciation of the support they receive from the SEND department was evident. The only issue which arose was the speed with which homework is published on google Classroom, which Mr Singh agreed to remind staff about.

Mr Singh

13 DATES OF FUTURE MEETINGS (to take place at 8am)

14 October 2021 – in the boardroom (Covid restrictions permitting)
10 February 2022 – Google Meet
26 May 2022 – Google Meet

All Governors

The meeting closed at 10.10am

Signed Date
CHAIRMAN

