

THE DARTMOOR FEDERATION
Governing Body

Final

FULL GOVERNING BODY MEETING

Part I Minutes

Date/Time	22 October 18:00	OKEHAMPTON COLLEGE	ROOM 407		
Attendees	Initials	Category of Governor	Attendees	Initials	Category of Membership
Mr M Brady	MB	Staff Head Teacher	Mr Neil Rowlands	NR	Parent
Mr Derrick Brett	DB	Staff Head Teacher	Mrs T Skeaping <i>Vice Chair Governors</i>	TS	Foundation (Trust)
Mr D Chapman	DMC	Staff Head Teacher			
Mr I Courtney <i>Chair of Governors</i>	IC	Foundation (Trust)	Mrs Imogen Burrage	IB	Teacher/Primary Maths Lead
Mrs Cheryl Everitt	CE	Parent	Mrs Barbara Earnshaw	BE	Head of School
Mrs Mary Ellery	ME	Co-opted	Mr Hugh Lea	HL	Head of School
Mr M Gurney	MG	Staff	Mrs Cherie Gilbert	CG	Head of School
Mrs Jane Lake	JLa	LA	Mrs Lisa Paton	LP	Head of School
Mr Marilyn Livingstone	ML	Foundation (Diocese)	Miss Amy Scrivener	ASc	Head of School
Mr Niall Macleod	NM	Parent			

Apologies	Initials	(Category of Governor/Membership)	Reason	Absent without Apology	Initials
Dr R Hansford	RH	Foundation (Church Ex-officio)	Family Commitment	None	
Dr H Randle	RH	Parent	Work Commitment		
Mrs L Wells	LW	Associate Governor	Family Commitment		

In Attendance	Initials	
Mrs G Tremain	GT	Clerk

Minutes to
Website & Diocese

Quorum	3 Governors which must include either the Executive Principal, or his representative, and the Head of Primary Education or his representative
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	Agenda	Paper	Led by
1	Apologies & Declaration of Interests – it is essential that those present declare interests either at the start or throughout the meeting and, where appropriate, leave the room where there is a declaration of interest.		
2	Complete Pecuniary Interests Register – please complete, sign and return to the Clerk at the meeting. (NB - it is a statutory requirement to publish this information on school websites)	Attached	
3	NGA Governor Code of Conduct and return to the Clerk – please read, sign and return to the Clerk at the meeting.	Attached	
4	Elect Chair of Governors – nominations in writing to the Clerk by Monday 19 th October 2015 at gtremain@okehamptoncollege.devon.sch.uk		Clerk to Governors

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5	Formally welcome new governors to the governing body: 5Jane Lake (Local Authority) Marylyn Livingston (Diocese) Cheryl Everitt (Parent-Northlew & Ashbury) , Niall MacLeod (Parent-Lyd), Hayley Randle (Parent-Bridestowe), Neil Rowlands (Parent-Okehampton College) Current Vacancies: 2 x Parent (Boasley Cross & Exbourne C o E) + 1 x Co-opted.		Chair
6	Elect Vice Chair of Governors – nominations in writing to the Clerk by Monday 19 th October 2015 at gtremain@okehamptoncollege.devon.sch.uk		Chair
7	Elect Chair and Vice Chair of Committees (a) Finance, Safety & Human Resources (b) Safeguarding & Behaviour (c) Teaching & Learning Nominations in writing to the Clerk by Monday 19 th October 2015 at gtremain@okehamptoncollege.devon.sch.uk		Chair
8	Review Terms of Reference (a) Finance, Safety & Human Resources (b) Safeguarding & Behaviour (c) Teaching & Learning (d) Pay review Committee (e) Personnel Issues (f) Student Attendance (g) Marketing & Communication (h) Executive Committee (i) Policy Review Sub-Committee (j) Staff Associate Members	1 2 3 4 5 6 7 8 9 10	Chair/All
9	Sub-committee membership – please give consideration to which sub-committee you would like to join.		Chair/All
10	Instrument of Government – do we need to reconstitute to increase the number of Co-opted Governor seats? Those already appointed to the governing body will remain in seat for their term of office.	11	Chair/All
11	Policies – Adopt Model Pay Policy 2015	12(Tabled)	DMC
12	Review and approve Federation Term Dates 2016/7	13	DMC
13	Review Okehampton College SEF (NB this document is still in draft format although no major changes are envisaged)	14(Tabled)	DB
14	Monitor & evaluate progress of School Improvement Plan – focusing on the three core functions. • DF Primary Development Plan overview	15	MB
15	Primary Parental Questionnaires: Feedback on outcome.	16	MB
16	Head of Secondary Education Report – commentary and data	17(Tabled)	DB
17	Head of Primary Education Report – commentary and data	18(Tabled)	MB
18	Read and agree minutes of previous Full Governing Body meeting dated 9 July 15 and discuss any matters arising • Part I • Part II	19 20(Tabled)	Chair/All
19	Questions for Chair of Safeguarding & Behaviour Group • Minutes of meeting Held on 24 09 2015 Part I (No Part II) <i>Questions for Chair to be emailed to Clerk prior to meeting at gtremain@okehamptoncollege.devon.sch.uk</i>	21	All
20	Questions for Chair of the Teaching and Learning Challenge Group:		All

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	<ul style="list-style-type: none"> Minutes of meeting Held on 25 09 2015 Part I (No Part II) <p>Questions for Chair to be emailed to Clerk prior to meeting at gtremain@okehamptoncollege.devon.sch.uk</p>	22	
21	<p>Questions for Chair of the Finance, Safety and Human Resources Group:</p> <ul style="list-style-type: none"> Minutes of meeting Held on 08 10 2015 – Part I – Part II <p>Questions for Chair to be emailed to Clerk prior to meeting at gtremain@okehamptoncollege.devon.sch.uk</p>	23 24 (Tabled)	All
22	<p>Date of next meeting:</p> <ul style="list-style-type: none"> Thursday 12 November 21015, if required, at Okehampton College 18:00 Room 407 Thursday 17 December 2015 at Okehampton College 18:00 Room 407 		

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
1	<p>Apologies & Declarations of Interest</p> <p>Apologies were received and approved from Ruth Hansford, Hayley Randle and Linda Wells.</p> <p>The Chair reminded those present that conflicts of interest must be declared at the start of the meeting and throughout as issues arise, and to leave the room whilst an item is discussed as appropriate.</p>			
2	<p>Completion of Pecuniary Interests Register</p> <p>Governors were asked to complete the Pecuniary Interests Register and pass this to the Clerk at the end of the meeting. Noted that it is now a statutory requirement to publish this information onto the Federation Schools' Websites. Clerk to action.</p>	Action: Clerk	22.10.15	asap
3	<p>NGA Code of Conduct 2015</p> <p>Governors were asked to read and sign the NGA Code of Conduct and pass this to the Clerk at the end of the meeting.</p>	Action: Governors	22.10.15	22.10.15
4	<p>Elect Chair of Governors</p> <p>Clerk to Governors took the chair. She informed that she had received one nomination, Mr Ian Courtney. No further nominations were received from the room. Mr I Courtney was UNANIMOUSLY elected Chair of Governors for a one year term of office. The Clerk handed the meeting back to the Chair of Governors.</p>	Decision Action: Clerk to inform DGS	22.10.15	23.10.15
5	<p>Ratify and Welcome new Governors to the Governing Body</p> <p>Mr Courtney welcomed the following newly elected governors to the governing body of The Dartmoor Federation: Mrs Jane Lake (LA), Dr Marylin Livingstone (Diocese), Mrs Cheryl Everitt (Parent-Northlew & Ashbury Parochial Church of England Primary), Mr Niall MacLeod (Parent-Lydford Primary), Dr Hayley</p>			

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	<p>Randle (Parent-Bridestowe Primary), Nr Neil Rowlands (Parent-Okehampton College).</p> <p>Noted current governor vacancies: 1 Foundation Diocese and 1 Parent at Exbourne Church of England Primary; 1 Parent at Boasley Cross Primary and 1 Co-opted. The Chair informed that discussions are underway with regards a parent interested in taking the seat at Boasley Cross and a parent interested in taking the Foundation Diocese seat. He will keep governors informed of the outcome of pending discussions.</p> <p>With regards to the Co-opted governor vacancy, The Chair proposed governors appoint Mrs M Ellery who had served on the governing body as a co-opted governor previous to Northlew & Ashbury joining, <i>This proposal was seconded by Mrs T Skeaping</i>. By show of hands all were in favour. Mrs M Ellery was UNANIMOUSLY co-opted onto the Governing Body.</p>	Decision Action: Clerk to inform DGS	22.10.15	23.10.15
6	<p>Elect of Vice Chair of Governors</p> <p>Mr Courtney informed that he had received one nomination, Mrs T Skeaping. No further nominations were received from the room. Mrs T Skeaping was UNANIMOUSLY elected Vice Chair of Governors for a one year term of office.</p>	Decision Action: Clerk to inform DGS	22.10.15	23.10.15
7	<p>Elect Chair and Vice Chair of Committees</p> <p>No nominations had been put forward to the Clerk prior to the meeting. Volunteers were sought from the room.</p> <p>(a) Finance Safety & Human Resources Committee Mr I Courtney was UNANIMOUSLY elected Chair of the Finance Safety & Human Resources Committee for a one year term of office.</p> <p>(b) Safeguarding & Behaviour Committee Mrs J Lake was UNANIMOUSLY elected Chair of the Safeguarding & Behaviour Committee for a one year term of office.</p> <p>(c) Teaching & Learning Committee Mrs T Skeaping was UNANIMOUSLY elected Chair of the Teaching & Learning Committee for a one year term of office.</p>	Decision	22.10.15	
8	<p>Review of Committee Terms of Reference (Papers 1 – 10)</p> <p>(a) Finance, Safety & Human Resources Committee. (b) Safeguarding and Behaviour Committee. (c) Teaching & Learning Committee. (d) Pay Review Committee.</p>			

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	<p>(e) Personnel Issues Committee. (f) Student Attendance Committee. (g) Marketing & Communication Committee (h) Executive Committee (ExCo). (i) Policy Review Committee. (j) Staff Associate Members.</p> <p>The Chair proposed that review of the Terms of Reference for all committees is undertaken by the Policy Review Committee which is due meet on Thursday 26th November 2015. Agreed. Once the Terms of References are agreed a copy will be made available for governors and at the next committee meeting.</p>	Action: Clerk	22.10.15	
9	<p>Sub-Committee Membership</p> <p><i>Items 6 and 7 above also refer.</i> The Chair gave a detailed overview of each committee's areas of responsibility. He asked governors to let the Clerk know which committee(s) they would like to join. A 'signing up' sheet was circulated for completion during the meeting.</p>	Action: Clerk/All	22.10.15	asap
10	<p>Instrument of Government (Paper 11)</p> <p>The Chair informed those present that membership of the current Instrument of Government was agreed during the summer term 2015 to meet the needs of the governing body in readiness for Northlew & Ashbury Parochial Church of England Primary School joining The Dartmoor Federation from 31st August 2015. At that time there was a need for 4 Head Teacher seats. Subsequently, the Senior Leadership of The Dartmoor Federation has been restructured and there is now a requirement for only 3 Head Teacher seats (being Executive Principal, Head of Secondary Education and Head of Primary Education). The Chair asked governors to consider reconstituting to reduce the number of Head Teacher seats from 4 to 3 and increase the number of co-opted seats from 1 to 2. Noted that we would still retain a governing body membership of 18. Following the recent round of parent governor elections, the Chair felt confident that the additional co-opted seat could be filled which would enable bring more expertise to the governing body. IT WAS UNANIMOUSLY AGREED to reconstitute to reduce the Head Teacher seats to 3 and increase the number of Co-opted seats to 2 whilst maintaining the overall governing body membership of 18.</p>	Decision Action: Clerk to inform DGS	22.10.15	asap
11	<p>Policies – Adopt Model Pay Policy 2015 (Paper 12 Tabled)</p> <p>Governors noted that the Model Pay Policy 2015 (Paper 12 tabled) has been written in line with the 2015 School Teachers Pay Terms & Conditions Document (STPTCD) and has been consulted on with the Unions. The Policy has been thoroughly reviewed by IC and TS and members of the Federation Executive Group (DMC, DB, MB, AK) prior to presenting to full governors.</p>			

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	<p>Q: Can you identify the options for consideration and choices selected?</p> <p>R: The options for consideration related to pay ranges for categories of staff for example. The options chosen were those that were in favour of the member of staff. We have not moved away from previous practice and the review group decided not to take the options that gave management more flexibility.</p> <p>The Chair proposed adopting the 2015 Model Pay Policy. <i>Seconded by Mrs T Skeaping.</i></p> <p>The Full Governing Body UNANIMOUSLY AGREED to adopt the 2015 Model Pay Policy for Schools.</p>	<p>Decision</p> <p>Action: Clerk to circulate Policy to staff</p>	22.10.15	
12	<p>Federation Term Dates 2016/17 (Paper 13)</p> <p>Term dates are set by the Local Authority and, once consulted on and agreed, schools then have autonomy to set 3 non-pupil days and 2 occasional days of their choice. DMC informed that in previous years there has been an issue due to a variation in dates between the College and the Federation primary schools. Paper 13 sets out dates consistent across all the federated schools and takes into account the practicalities of where schools prefer to have non-pupil days. Noted that Thursday 1st and Friday 2nd September 2016 have been set as two non-pupil days because staff like an opportunity to meet at the start of the year to undertake relevant training and preparation for when the students return. Thursday 3rd January 2017 has been set as a non-pupil day as this meets primary sector needs. These dates have been shared with other schools in the Learning Community who have a choice as to whether they wish to align themselves with The Federation.</p> <p>The Full Governing Body UNANIMOUSLY AGREED the term dates for 2016/7 as set out in Paper 13</p> <p>Clerk to circulate dates to the primary schools for publication on their websites on 23.10.2015</p>	<p>Decision</p> <p>Action: Clerk to circulate to schools</p>	22.11.15	23.10.15
13	<p>Review Okehampton College SEF (Self Evaluation Form) (Paper 14 Tabled)</p> <p>DB tabled the College SEF (Paper 14) informing that the document is in first draft format and will be finalised in the first couple of weeks of the new half term; it is not envisaged the document will change significantly. The SEF and the School Development Plan (SDP) are closely linked documents. Governors will review a section of the SEF every half term; this document will also form part of the governor visit programme. Governors can view school performance via the League Tables link on the College website.</p> <p>Q: Reference Section 1.5, Quality of Safeguarding – this has been judged as good (2). In 2014, Ofsted graded Quality of Safeguarding to be outstanding (1). What has changed?</p> <p>R: Following the safeguarding survey undertaken by governors last</p>			

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	<p>academic year, it was clear that exemplary practice was no longer taking place in all areas. For example, there was a mixed picture regarding staff feeling confident about knowing the students with child protection issues in their classes. We need to ensure relevant information is shared with staff appropriately and sharing of this information needs to be recorded beyond notices in staff briefing where this information could be missed. In addition, we know that the educational landscape rapidly changes; an example of this is the 'Prevent Duty' and there is work needed in this area to ensure all our staff are aware of what this could mean for our students. We will be asking all staff to undertake the online Channel Awareness training module.</p> <p>DMC informed that governors need to be aware of the 'Prevent' agenda and the Keeping Children Safe in Education document. Statutory guidance states <i>'schools are expected to assess the risk of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology. This means being able to demonstrate both a general understanding of the risks affecting children and young people in the area and a specific understanding of how to identify individual children who may be at risk of radicalisation and what to do to support them.'</i> (DfE)</p> <p>Whilst we must not get carried away with this, we must recognise the potential that some children in our schools could be vulnerable. The Home Office are running WRAP (Wellness Recovery Action Planning) Training for staff in schools but this can only be delivered by facilitators who are Home Office trained and there are not enough trained facilitators in the Devon area.</p> <p>DMC asked governors to complete an online training course run by the National Centre for Applied Learning Techniques (NCLT). A certificate of completion is issued at the end of the exercise, which takes approximately 25 minutes. Please send a copy of the certificate to the Clerk who will ensure that this is recorded on the governor area of the Single Central Record.</p> <p>It is important that we are able to evidence to Ofsted 'how we know our students are not being radicalised'. We can do this through monitoring and evaluating our safeguarding and child protection procedures and practice. We need to ensure both staff and pupils are able to risk assess. The College will educate youngsters through the programme of Assemblies. MB will work with Heads of School to deliver training suitable to our primary aged children.</p> <p>Q: Is the Prevent Training included in the SEF? R: Not at this stage because this has only just become available and DMC attended the first Prevent Briefing this week. This will be rolled</p>	Action: All	22.10.15	17.12.15

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	<p>out to College staff on the first Monday after the half term break.</p> <p>Q: Reference 1.3 Lesson Observations on page 7 of the SEF, it states that 'for the new appraisal cycle there will be 2 – 3 non-negotiable elements to the lesson observations. If teachers fail to meet the required standard for these they will be entered onto the 'Effective Support Programme'. What does this mean?</p> <p>R: This issue was discussed with College Union Representatives. We are now not grading lessons which is great when it comes to having conversations with staff about progress and what is going on in the lessons. In the past the focus was what grade the lesson was. The problem has been while the practice is better in terms of conversation and development of good practice in the classroom it is not as helpful when it comes to assessing our findings quarterly.</p> <p>Q: How do you assess through lesson observations?</p> <p>R: Every teacher will have 3 lesson observations during each appraisal cycle. In addition, we undertake annual faculty reviews and, on a more regular basis, learning walks.</p> <p>Q: Reference 3.1 Attendance on page 10. Have you compared the College attendance with other schools with a similar set up?</p> <p>R: Attendance is running just over 95% which puts us in the 3rd quartile. At the present time Year 11 attendance is higher than that in Years 8 to 10 which is bucking a trend historically. Attendance of pupil premium pupils is about 2% lower than the national level. 3.1 of the SEF sets out the action being taken to address the attendance issues.</p> <p>Q: Why do we not report against persistent absence figures?</p> <p>R: We do in terms of the Excellence for All progress and we are looking strong in the College with regards persistent absence. This data is available for governors to view on the Ofsted Dashboard and Raise Online data.</p>			
14	<p>Monitor & Evaluate progress of School Improvement Plan – focusing on the three core functions – DF Primary Development Plan Overview (Paper 15)</p> <p>MB informed that in terms of national context, The Dartmoor Federation has 3 small primary schools and 2 extremely small primary schools. During the last academic year, a new primary leadership structure was introduced (Head of Primary Education, 5 Heads of School, one in each school and, from September 2015, a Deputy Head of Primary Education). We also have specialist subject leads working across the primary phase for English, Maths and Early Years, together with a designated SENCO/Pupil Premium Champion. All schools were judged to be 'good' by Ofsted at the last Inspection. Our SEF to date would suggest that 4 out of the 5 schools are 'good' but one has been assessed overall as 'requires improvement'. Early Years is in a healthy stage but could be better. This is broadly in line with the national with 77% achieving a good level of</p>			

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	<p>development, 40% exceeding the expected level of development. Year 1 Phonics Screening Check baseline for early reading shows 96% pupils achieved the standard in 2015. This is well above national but we would it to be 100%.</p> <p>Key Stage 1 (7 year olds) is in a healthy position and broadly in-line, or above for outcomes. Key Stage 2 (at the end of Year 6) in terms of outcomes in Reading, Writing and Maths we are in line with the expected standard but below for higher achieving levels.</p> <p>Going forward, our key priorities are as follows; Paper 15 (Rapid Improvement Plan) Ensuring safeguarding is effective, outcomes of disadvantaged pupils are improved, better outcomes for KS2 at Boasley Cross, successful adaptation to curriculum, assessment and accountability reforms, improved websites and communications and high standards in PE and School Sport. In core subjects, we are striving for higher expectations and outcomes, particularly for more able pupils. For all schools, attainment and progress at the end of Year 6 is important. The floor standards were due to rise from 65% to 85% this year. We have recently heard it will remain at 65%. However, there is a new measure called 'coasting' and a school must show that standards (85%) are met over a period of 3 successive years.</p> <p>Q: One of the focus groups at a recent Ofsted briefing cited high achieving students. Where are we with our high achievers?</p> <p>R: We know we need higher level attainers in English, Reading and Maths and this is written in all individual school development action plans. If one school under performs it can seriously pull down the overall primary federation result because we have such small schools.</p> <p>Q: With the new curriculum where you are asked to go for breadth rather than fast-tracking the children, in terms of going over old ground with the children, do we have the resources for staff to stretch children who used to be on a fast-track?</p> <p>R: Adapting to the mastery curriculum is an appraisal target for all teachers in the primary schools. To a large extent it is about altering style and approach as opposed to resources, although there are some resourcing issues related to the new curriculum but this would encompass all pupils not just high attainers. Heads of Schools are attending an Outstanding Teacher Programme where there is a big emphasis on mastery and how we can show mastering is happening. In our curriculum development we are looking in more depth at building children as resilient learners.</p> <p>We are looking at questioning and encouraging children to think about how they came to their answer – their understanding of their problem solving.</p>			

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	<p>Q: Can a child question what they are taught? R: Yes, we would encourage this, although it may be context specific. We want learners who 'know what to do when they don't know what to do'.</p> <p>Q: Is there an element of integrating in terms of mastery e.g. linking one subject with another? R: Yes. Progress in mastery will be where a child can apply their learning to wider issues; to solve simple problems and apply it to more deeper contexts. As an example, Level 6 Maths was always Level 5 but with greater understanding</p> <p>DB informed that the current Year 6 will move into Year 7 with a different measure to the Key Stage 2 scores than our current Year 7 students. In the September 2015 Year 7 intake we have more Level 6 in Maths which means that adding value at the end of Key Stage 4 will be more difficult because you are starting from a point higher than the average points score.</p>			
15	<p>Primary Parental Questionnaire: Feedback on outcome. (Paper 16)</p> <p>MB reported that Bridestowe had a poor level of responses which was in part due to the loss of internet in the last week of term which prevented sending out text messages to remind people to respond.</p> <p>Q: Are there any lessons that can be learned from the responses? R: 73% agreed with the statement - The Dartmoor Federation has a positive impact on my child's education. 23% stated they did not know. We know being federated has made a difference to certain schools. This is reflected through the positive responses from Exbourne parents because that has been the school that has been through the biggest journey where there federation has made a significant impact. We need to look at how proactive we are across all schools. and we also need to look at improving how we communicate with parents and how we can improve parental engagement.</p> <p>ML recommended thinking creatively about asking the questions to gain the responses required. With experience in this area she offered to support with future questionnaires.</p>			
16	<p>Head of Secondary Education Report – commentary and data (Paper 17 Tabled)</p> <p>DB represented Paper 17 which sets out the GCSE and A Level results for 2015. The following key points were noted and discussed:</p> <p>Key Stage 4 Results 2015 The data checking process is complete although any changes to GCSE results have not yet been included. They will be included in the un-validated raise online that will come out in December. The published data from the DfE is as follows: GCSE and equivalent achievements of pupils at the end of Key</p>			

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	<p>Stage 4:</p> <p>67% Achieved 5+ GCSEs at grade A*-C including English and Maths</p> <p>36% Achieved the English Baccalaureate (against national average 22.5% and Devon 23.4%). E.Bacc subjects are English, Maths, Double Science, Humanities and a Language. The government are looking at making E.Bacc a compulsory course which will affect our current Year 7 students. With an average 30% pass rate, we are successful because we are smart about which students study the course.</p> <p>68% Achieved A*-C GCSE in English and Maths</p> <p>57% Disadvantaged pupils achieved A*-C GCSE in English and Maths</p> <p>70% Other pupils achieved A*-C GCSE in English and Maths</p> <p>335. Average total point score per pupil (best eight qualifications) with equivalences</p> <p>8 C+ Average grade per pupil (best eight qualifications) with equivalences.</p> <p>325. Average point score per pupil (best eight qualifications)</p> <p>8 without equivalences</p> <p>Performance indicators will change for Year 2016 and the new measure will be the Progress 8 score. If the 2016 rules are applied to the College's 2015 data the College Progress 8 score will be 0.47 which is the equivalent of 47 in every 100 grades at GCSE for this cohort, being a grade higher than expected.</p> <p>The floor Progress 8 target in 2016 will be -0.5 and schools must achieve a confirmed target of higher. Our score of 0.47 stands us in good stead going forward. However, there is a lot of work to do as we must ensure that we get the new curriculum and options processes right for all our students.</p> <p>Our Value Added score is 1035 (1000 being an average Value Added score for a school nationally). If a school achieves more than 1000 they have a better value than average. All EBacc subjects at Okehampton College have a Value Added which is significantly positive.</p> <p>A Level Results</p> <p>63% Individual A Levels taken were either an A*, A or B grade.</p> <p>18% Achieved A levels at grades A*, A,B or higher in at least 2 facilitating subjects (in line with national average; Devon average 12%)</p> <p>76% Achieved at least 3 A Levels at A* - E</p> <p>91% Achieved at least 2 A Levels at A* - E</p>			

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	<p>100% Achieved at least 1 A Level at A* - E</p> <p>C+ Average point score per A Level entry expressed as a grade</p> <p>767.9 Average point score per A Level student (full time equivalent)</p> <p>Q: Do disadvantaged children have targets?</p> <p>R: We are working towards that. We have just introduced a piece of software called Show My Homework which allows teachers to set homework in advance of lessons. They then go through with students in lessons and parents can access this information online.</p> <p>ICT</p> <p>The College ICT infrastructure was upgraded Summer 2014. We now have students in Years 10, 11, 12 and 13 using their own devices both outside or and in lessons, Although wireless is filtered this enables us to improve teaching and learning. All students in school have access to Office 365 and have been able to download this on 5 devices free of charge. We are now looking to move from 'Frog to 'SharePoint' which will mean parents, students and staff will have access to their school areas. From a parent perspective this will enable them to access school reports and other relevant information.</p> <p>Parents' Evenings</p> <p>We have introduced a new booking system for parents to book their own appointments with teachers. Whilst we need to put in some buffers for staff to catch up and put a map of the school on the website to assist parents, overall the new system has been very successful.</p> <p>Staffing Update</p> <p>September 2015 we welcomed 14 new teaching staff and 5 new support staff to the College and all have settled in very well. At Christmas, we will lose a very effective Food Technology teacher and she will be replaced by an ex-pupil who has trained in this specialism.</p> <p>Extra-Curricular Activities</p> <p>We have a wide ranging extra-curricular programme which gives excellent opportunities to students to develop their social skills and enable them to enjoy hobbies. We continue to have sporting fixtures with other schools but we have increased the number of inter-house competitions taking place this year. DB wished to place on record his thanks to Mr King for arranging the Curriculum Extension Week and to the Finance/Curriculum Admin Support teams involved in ensuring all the paperwork and finance is in place to support this event July 2016.</p>			

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	<p>Squid On-line Payment System We are keen for parents to use this system not only to pay for their son/daughter's school dinners but also to pay for school trips.</p> <p>Year 6 Transition Experience Both primary and secondary are keen to run this experience for Year 6 students in July 2016 and discussions are underway as to whether this should be a one or two week experience.</p> <p>The Chair thanks DB for his comprehensive report.</p>			
17	<p>Head of Primary Education Report – commentary and data (Paper 18)</p> <p>This item was covered under Minute 14 above.</p>			
18	<p>Read and agree minutes of previous Full Governing Body meeting dated 9 July 15 and discuss any matters arising (Papers 19 and 20)</p> <p>Both the Part I (Paper 19) and Part II (Paper 20 tabled) Confidential minutes of the meeting held on 9th July 2015 were read and signed as a true record of the meeting. Paper 20 tabled and, once read and approved, handed back to the Clerk as these were Part II confidential.</p> <p>Matters Arising Minute 104 – Academisation/MAT Update Still exploring options available through the Dartmoor Co-operative Learning Trust. Colleagues from Ivybridge have been invited to meet with senior staff and DCLT Board members – date to be confirmed.</p>			
19	<p>Questions for Chair of Safeguarding & Behaviour Group (Paper 21) regarding the Minutes of meeting Held on 24 09 2015 Part I (No Part II)</p> <p><i>No questions for Chair were emailed to Clerk prior to meeting.</i></p> <p>The following points were noted:</p> <ul style="list-style-type: none"> • Safer Recruitment and Managing Allegations Accredited training will take place on Friday 20th November 2015. • Review of safeguarding practice and procedures will form part of the termly governor visits; this will include asking safeguarding questions with pupils and staff and looking at individual school's Single Central Record. • Devon Education Forum received a presentation from Early Help for Mental Health with regards support for schools to develop strategies to support children with mental health issues. Direct online support for children and young people is available. In conjunction with CEOPS, there is a new 			

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Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	parental information website giving advice for parents and carers on how to keep children safe. Schools can put links onto their school websites which covers a wide range of areas for all ages.			
20	<p>Questions for Chair of the Teaching and Learning Challenge Group (Paper 22) regarding Minutes of meeting Held on 25 09 2015 Part I (No Part II) <i>No questions for Chair were emailed to Clerk prior to meeting.</i></p> <p>MB highlighted that the minutes clearly identify the level of challenge through the questions asked by governors and was a good evidence base.</p> <p>DMC proposed governors appoint Mrs T Weaver as an Associate Members to the Governing Body. Under the previous governing body, Mrs Weaver was the secondary Pupil Premium governor and has experience and a wealth of knowledge in this area. She has indicated she would be willing to continue to work with the College in this area. <i>This proposal was seconded by Mrs T Skeaping.</i> By show of hands all were in favour. Mrs T Weaver was UNANIMOUSLY appointed onto the Governing Body as an Associate Member.</p>	Decision		
21	<p>Questions for Chair of the Finance, Safety and Human Resources Group (reference Minutes of meeting Held on 08 10 2015 – Part I (Paper 23) and Part II (Paper 24 tabled) <i>No questions for Chair were emailed to Clerk prior to meeting.</i></p> <p>DMC updated regarding Teaching Schools. The College’s application to become a teaching school working as part of the SWTSA has been accepted. We are now looking into whether we can become a Teaching School in our own right. Noted that DMC is now a National Lead for Education (NLE), IC is the National Lead for Governors (NLG) and MB has undertaken training as an Ofsted Inspector.</p>			
Minute	SUMMARY OF CHALLENGE			
11	<p>Policies – Adopt Model Pay Policy 2015 (Paper 12 Tabled)</p> <p>Q: Can you identify the options for consideration and choices selected?</p>			

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Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
13	<p>Review Okehampton College SEF (Self Evaluation Form) (Paper 14 Tabled)</p> <p>Q: Reference Section 1.5, Quality of Safeguarding – this has been judged as good (2). In 2014, Ofsted graded Quality of Safeguarding to be outstanding (1). What has changed?</p> <p>Q: Is the Prevent Training included in the SEF?</p> <p>Q: Reference 1.3 Lesson Observations on page 7 of the SEF, it states that ‘for the new appraisal cycle there will be 2 – 3 non-negotiable elements to the lesson observations. If teachers fail to meet the required standard for these they will be entered onto the ‘Effective Support Programme’. What does this mean?</p> <p>Q: How do you assess through lesson observations?</p> <p>Q: Reference 3.1 Attendance on page 10. Have you compared the College attendance with other schools with a similar set up?</p> <p>Q: Why do we not report against persistent absence figures?</p>			
14	<p>Monitor & Evaluate progress of School Improvement Plan – focusing on the three core functions – DF Primary Development Plan Overview (Paper 15)</p> <p>Q: One of the focus groups at a recent Ofsted briefing cited high achieving students. Where are we with our high achievers?</p> <p>Q: With the new curriculum where you are asked to go for breadth rather than fast-tracking the children, in terms of going over old ground with the children, do we have the resources for staff to stretch children who used to be on a fast-track?</p> <p>Q: Can a child question what they are taught?</p> <p>Q: Is there an element of integrating in terms of mastery e.g. linking one subject with another?</p>			
15	<p>Primary Parental Questionnaire: Feedback on outcome. (Paper 16)</p> <p>Q: Are there any lessons that can be learned from the responses?</p>			
16	<p>Head of Secondary Education Report – commentary and data (Paper 17 Tabled)</p> <p>Q: Do disadvantaged children have targets?</p>			
Minute	SUMMARY OF DECISIONS			
4	Mr I Courtney was UNANIMOUSLY elected Chair of Governors for a one year term of office. The Clerk handed the meeting back to the Chair of Governors.			
5	Mrs M Ellery was UNANIMOUSLY co-opted onto the Governing Body.			
6	Mrs T Skeaping was UNANIMOUSLY elected Vice Chair of Governors for a one year term of office.			

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Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
7	Mr I Courtney was UNANIMOUSLY elected Chair of the Finance Safety & Human Resources Committee for a one year term of office.			
	Mrs J Lake was UNANIMOUSLY elected Chair of the Safeguarding & Behaviour Committee for a one year term of office.			
	Mrs T Skeaping was UNANIMOUSLY elected Chair of the Teaching & Learning Committee for a one year term of office.			
10	IT WAS UNANIMOUSLY AGREED to reconstitute to reduce the Head Teacher seats to 3 and increase the number of Co-opted seats to 2 whilst maintaining the overall governing body membership of 18.			
11	The Full Governing Body UNANIMOUSLY AGREED to adopt the 2015 Model Pay Policy for Schools.			
12	The Full Governing Body UNANIMOUSLY AGREED the term dates for 2016/7 as set out in Paper 13			
20	Mrs T Weaver was UNANIMOUSLY appointed onto the Governing Body as an Associate Member.			
Detail of next meeting				
Date/Time	17.12.2015 at 18:00	Location	Okehampton College Room 407	

The meeting closed at 20:30