



Tomlinscote School Academy Quality Council Meeting

6.30pm, Monday, 8th February 2021, via Zoom

Attendees: Rebecca Davis (Chair), Colin Cavan (Vice Chair), Rob Major (Principal), Rebecca Barnes, Helen Ellis, James Gardner, Giles Johnson, Rebecca Jukes, Sara Long, Heather O'Connor, Nikolina McKenzie.

In attendance: Vince Scannella (Trust Director of Education), Jacqueline Tonkin (Vice Principal – Tomlinscote School), Jo Munroe (Clerk).

Meeting convened at 6.30pm.

1. Standing Items

- Apologies: None
- Declaration of interests: None
- Approval of Minutes: Minutes from 14th December 2020 Approved.
- Actions from previous minutes
 - RD covered the queries that GJ had raised at the previous meeting. GJ was happy with the responses and as a result the safeguarding policy has now been passed.
 - RJ circulated the Y7 report – No comments.
 - GJ to investigate the effectiveness of the anti-bullying programme and how it can be monitored by AQC – **Move to next meeting.**
 - RM investigated whether the school nurse had received mental health training. The response was no, but Helen Rushby does, and the intention is to get further staff and the nurse trained.
 - RM investigated if the school had made any CAMHS referrals. None were made last month, but there was no reason for this, other than they chose to go down different routes.
RD confirmed that the Trust is very keen to provide support and investment in relation to the provision of mental health services within the School and awaits our comments regarding the same.

2. Chair's Business

- Trust Update: Documents had been sent out detailing the new Management structure. RD noted that the curriculum is at the centre of the Trust structure.

- AQC and involvement of Councillors in the School – RD asked whether anyone had any ideas with regard to how we can all keep involved with the School during the pandemic (since we cannot make our usual visits to the School at present). RD will also re-send details of webinars which the AQC can attend (many focussing on Surrey) since these will help everyone to keep up to date during this time. RD also recommended that we use the QIP to ensure that the areas we are responsible for are meeting the goals set down.
- Formal approval of policies:
 - Safeguarding – Approved
 - Attendance – It was agreed that a reference to the school start time would be removed (since the start time currently differs for different year groups). Then Approved
- Chairs' actions since last meeting – Trust meetings are being attended and there is increased communication and regular contact with other members of the Trust.
- Matters arising following circulation of the Agenda – None

Actions

- *Update policies where relevant to address COVID.*
- *Councillors to consider QIP before the next meeting and in particular the areas for which they are responsible.*

3. Principal's Update

- Leadership Report – No questions
- Complaints monitoring – 1 complaint has been raised this term, regarding remote learning. It has been addressed.

Actions

- *Staff welfare to be a focus at the next meeting.*

4. Curriculum Discussion

- VS and JT presented an introduction to Mastery.
- Disadvantage Provision – How much does the AQC know about the disadvantage provision.

Actions

- *Pick up Disadvantage Provision next meeting.*

5. Items to Note

- Trust Curriculum Board Minutes – No Comments

6. Safeguarding

- Updates on attendance monitoring – RM advised that there is nothing significant to report. A report is sent each day regarding how many students are on site.

7. Actions

Actions

- *Staff welfare to be a focus at the next meeting.*
- *Quality Improvement Plan to be reviewed and considered in detail at next meeting*
- *GJ to investigate the effectiveness of the anti-bullying programme.*
- *RD to forward details of webinars to the AQC.*

8. Calendar

6.30pm, Monday 15 March 2021

6.30pm, Monday 10 May 2021

6.30pm, Monday 5 July 2021

Meeting closed 8.30pm