



Tomlinscote AQC

6.30pm, Monday, 7th February 2022, Tomlinscote School

Attendees: Colin Cavan (Vice Chair), Rob Major (Principal), Rebecca Brookes, Rebecca Barnes, Helen Ellis, Hedvig Schmidt Moutsatsos, Colin Pirie, Matthew Simmonds

In attendance: Rebecca Savochkin (Head of Languages), Kate Thomlinson (Governance Professional)

Meeting convened at 6.30pm.

1. Welcome to New Councillors

Hedvig Schmidt Moutsatsos, Colin Pirie, Matthew Simmonds were welcomed to the Tomlinscote AQC and all present made introductions

Action: *KT to arrange tour of school for new Councillors with RM*

2. Curriculum Discussion

RS explained the language offering at Tomlinscote and the changes being proposed for September 2022 following discussions both internally and with feeder schools. It is proposed that Spanish and French will both be taught in Y7, German will be started in Y8 alongside French and Spanish. It is hoped that the changes will increase language uptake at GCSE. The change will be phased over two years.

Following a discussion on the value of languages, the AQC expressed their approval for the proposed changes.

RS left the meeting at 6.50pm

3. Standing Items

3.1 All present were asked if they were comfortable with the COVID safety precautions at this meeting.

3.2 Apologies:, Rebecca Davis, Heather O'Connor

3.3 Declaration of interests not previously declared: None

3.4 Approval of Minutes: Minutes from 6th December 2021 approved.

3.5 Actions from previous minutes

- RM and RBr to meet with Rebecca Savochkin – **See item 2**
- Languages to be discussed on the February 2022 agenda – **See item 2**
- 'Sense of Belonging' survey results to be added to the February 2022 agenda. **RM explained the 'Sense of Belonging' survey and how it forms part of the 'Respect' agenda. An external consultant is analysing the results of the survey and creating an 2/3 year action plan.**
- The Safeguarding Policy has been approved by Heather O'Connor subject to three minor comments that are now with Helen Rushby. Councillors are asked to make comments or

note their approval, subject to the amendments suggested by HOC, by the end of the week. – **Completed**

- KT to check with Alan Poole on the updated Risk Assessment and ensure this is on the Tomlinscote website – **Spring Term Risk Assessment on website**

4. Chair's Business

4.1 Matters Arising Following Circulation of Agenda

Simon Jarvis, CEO of The Prospect Trust has announced his intention to retire at the end of August 2022. The Trust is currently recruiting for a new CEO.

4.2 Draft Induction Document

Attempt to create an induction document welcomed by the AQC. A checklist of actions for new Councillors was suggested. This may include meeting with key staff, meeting the chair, completing NGA training modules.

4.3 Written Update from Chair

Prior to the meeting, RD informed of her intention to circulate an update on Governor Hub following the meeting.

4.4 Update on Councillors' Actions Since Last Meeting

None at this time.

4.5 Actions Required/Consequences – to be discussed and followed up after the meeting

- KT to discuss creation of checklist with Chair
- All Councillors to provide feedback on what to include on Induction Document

5. Principal's Update

5.1 Leadership Report

The Y11 mocks took place in December and pupils have received their results. Interventions such as tutoring, mentoring, drop in sessions, half-term and Easter workshops have been put in place for students whose results fell below what had been expected. RM reported that it is normal to put in interventions but there are more this year due to COVID. The number of enrichment activities has been increased using a number of external agencies.

Interviews for Mastery Champions will take place this week. These are attractive roles that will benefit the School and also help staff retention.

The Pupil Premium Strategy has been completed by Nikki Hammond. It has been recognised by Marc Roland from the National Education Trust as an exemplar and is now being distributed to schools nationally.

Work is being done on the second floor of the reception building to create a new ITC suite. Other work around the site includes improvements to the PE block.

Admissions for September are extremely healthy with record numbers choosing Tomlinscote as their first option. Following an admissions appeal, Y9 is now over pan.

New staff have been secured in Computing and Chemistry. The School is recruiting for a Behaviour Manager role which will ease the pressure on Heads of Year and the SLT.

5.2 Sense of Belonging

Covered in 3.5, actions from previous meeting.

5.3 Complaints Monitoring

There is an outstanding complaint from a pupil, this is being dealt with by RD. There is one complaint from a parent, this is being dealt with by RM

5.4 Actions Required/Consequences to be discussed and followed up after the meeting

None at this time.

6. Admissions Policy 2023-24

The responses to the consultation were discussed. It was noted that the consultation was issued to a large number of people and only a few responses were received. Taking into consideration the small number of staff children, the policies of similar local schools and staff retention issues, the AQC approved the proposed change i.e. to include children of staff as the fourth priority in the event of over subscription.

RD had previously indicated approval of this change.

7. Safeguarding

7.1 Safeguarding Update

RM presented the Safeguarding Report and explained the variety of interventions available. It was noted the Surrey Short Stay School is full and no longer available. Tomlinscote is putting in interventions at an earlier stage in an effort to prevent problems becoming more serious in later years.

7.2 Update on attendance monitoring (staff and students)

Numbers of students absent with Covid are up on the start of January but in the main the School has been able to operate fairly normally. One or two staff are away with Covid but additional staff have been away due to Covid childcare issues.

7.3 Actions Required/Consequences to be followed up after the meeting

None at this time

8. Any Other Business

None

9. Dates of Next Meetings

- 21 March 2022
- 16 May 2022
- 20 June 2022
- 11am, 28th June 2022, Trust Advisory Forum

Meeting closed 7.50pm