

**THE ACADEMY BOARD OF QEGS**

**Minutes from Quality of Education Committee**

**Monday 18<sup>th</sup> March 2024. 7.15pm (held via Teams)**

Item and Description		Actions
Welcome	SM (Chair), OPJ, CP, DM, PC, JG(Clerk) Meeting confirmed as quorate. SM requested clarity for governor roles.	DM to provide Governor role clarification
Previous minutes	PEF – amend wording. Admission policy – as agreed at previous meeting, wording updated to say “QEGS Staff”.	Clerk to amend PEF minutes.
Policy Update <i>(to be reviewed and agreed by QoE Academy Board Committee)</i>	<ul style="list-style-type: none"> <li>• Single Equality Scheme is a Trust policy discussed at PEF – to be discussed at next full academy board meeting.</li> </ul> <p>Governors discussed the below policies, DM confirmed no substantive changes:</p> <ul style="list-style-type: none"> <li>• Access Arrangements – no changes</li> <li>• Attendance – no changes.</li> <li>• Behaviour – DM: we had already adopted 3C approach so this has been updated in the policy. Also updated wording regarding contacting parents about a suspension. It now reads parents can be contacted by most appropriate member of staff rather than most senior member of staff.</li> <li>• Children Looked After – DM confirmed MR is SEN Governor.</li> <li>• Drugs – DM: important to have a specific policy for this. OPJ/CP: doesn't mention vapes? DM: dealt with same as tobacco. To replace tobacco wording with vapes/tobacco.</li> <li>• EVC – DM confirmed that Jemma Leech is school EVC Co-ordinator.</li> <li>• Exams – Discussed and amendments recommended. SM: all to see final document again before approving.</li> <li>• Medical – no changes</li> </ul>	<ul style="list-style-type: none"> <li>• Single Equality Scheme Policy to be discussed at Next Full Academy Board Meeting</li> <li>• Drugs Policy - To replace tobacco with vapes/tobacco</li> <li>• Exams Policy - to be amended as discussed and then all to review document again before approving</li> </ul>
Outcomes	No agenda item	
Teaching and learning	DM talked through Headteacher report: currently reviewing and focusing on 2 departments for teaching and learning. PC: collectively developing these teachers and curriculum areas, plan of action in place. Recognise culture shifts, curriculum design is at root of issue, going forward we need to ensure consistent approaches. SM: please clarify context IT non-specialist? DM: historically HOD was part IT and part Geog, plus part time staff teaching in other areas. Meeting in place to discuss this going forward. PC: We are moving forward with a clear aspirational curriculum design. Currently we don't offer Computer Science at A Level.	
Curriculum	CP: how are numbers looking for A Level September 2024 entry? DM: numbers are looking very promising.	
Safeguarding	Discussed any incidents and concerns raised in the Headteacher Report.	

SEN		SM requested verbal update at next meeting
Disadvantaged	No issues	
Assessment	PC/DM: are currently working on processes to accurately predict grades and in challenging the consistency of marking	
Attendance	No issues	
Behaviour	No issues	
Risks and implications for improvement plan	DM – ambers due to timing and work in all areas is ongoing.	
Actions not on agenda	DM - none	
Ratify actions taken since last meeting	SM requested Clerk to add actions column in minutes to easily identify items requiring action/follow up.	Clerk to add actions column to minutes
Note - correspondence to Chair	None received	
Confirm – actions/information from other committees of the Academy Board and Trustees from this meeting	As discussed above – amend minutes from PEF	
Dates	<ul style="list-style-type: none"> <li>• Next QoE meeting will be Weds 1<sup>st</sup> May via Teams 7/7.15pm</li> <li>• Full Academy Board – TBC (provisionally Wednesday 27<sup>th</sup> March)</li> <li>• SM attending Trust Day on Tuesday 26<sup>th</sup> March.</li> </ul>	