

## Quality of Education Committee Meeting

10<sup>th</sup> July 2024 at Queen Elizabeth Grammar School

Item and Description	Notes and Actions
<p><b>1. Welcome, apologies and quorum</b></p> <p>a. Introductions and welcome</p> <p>b. <b>Receive and agree</b> whether to accept apologies</p> <p>c. <b>Confirm</b> whether the meeting is quorate (this can only be a quorum of designated members of QoE)</p> <p>d. <b>Confirm</b> resignations or term of office end</p> <p>e. <b>Elect a chair</b></p> <p>f. <b>Declaration</b> of Interests and/or Conflict of Interests</p>	<p>Attendees: David Marchant, Owen Price-Jones, Chris Pyle, Mark Pannone, Peter Croft</p> <p>Welcome and introduction of Becky Jacques (BJ) DSM's PA and the new Clerk to the Governors.</p> <p>Apologies: Sarah McGrath</p> <p>Appointed chair for today in SM's absence – Chris Pyle.</p>
<p><b>2. Approve – Previous Quality of Education Minutes</b></p>	<p>All minutes approved. BJ to ensure these are published on the school website.</p>
<p><b>3. Policy Update</b></p> <ul style="list-style-type: none"> <li>• Safeguarding</li> <li>• Uniform</li> <li>• Mobile phones</li> <li>• T+L</li> </ul>	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>• Similar to last year. Changing names and key dates.</li> <li>• P9 5.3 board of trustees now board of governors?</li> <li>• Safeguarding lead – MP feels uncomfortable and needs reassurance things are as they should be as he feels lack of engagement with this this term. Also thinks DSL and SEND role is too big for one person. DSM confirmed it is all ok and DSL is going to the Senior Assistant Head role next year (currently advertised). Safeguarding has never been dropped.</li> <li>• The Trust want us to raise this now and ratify in our September meeting. MP finds this a clinical policy and not very QEGS/would like to see something more meaningful/relevant that we should all be living/breathing.</li> <li>• Outside professional auditor to come in. Audited previously and SCR audit done by the Trust.</li> <li>• New safeguarding lead – need to do NSPCC.</li> <li>• OPJ - P33 existing staff/bullets relevant checks. Is a break in service 12 weeks or more? A contractual break is the definition here. Can be sticky with exam invigilators as they are usually on a 0-hour contract so we need to train every 3 months/engage with them. Recheck and ensure the DBS update service. A sabbatical is not included in break of service.</li> <li>• Safeguarding feels the sharpest of all – Central vs local responsibilities to be clearly outlined.</li> </ul> <p><b>Uniform</b></p> <ul style="list-style-type: none"> <li>• Visuals now included.</li> <li>• QEGS logo skirt needs to be removed.</li> <li>• MP - Has it been AQ/ratified with parent groups/users of the school? It was confirmed that these were not changes but a different way to show students what is accepted – a different articulation to provide further clarity.</li> <li>• DSM – What are your thoughts on tailored shorts (ones that look like school trousers but are short)? Above knee – need to define what is appropriate?</li> </ul>

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	<p>OPJ – Students are not permitted to go to lessons in shorts so wording would need updating accordingly if we go down this route.</p> <ul style="list-style-type: none"> <li>• DSM – Should we consider jewellery? Limit the number of earrings, nothing extreme, link back to the culture and the individual. Check with DT/Science for safety etc. before amending policy.</li> <li>• Sixth form dress code needs to be reviewed – there are anomalies e.g. cargo trouser but not jeans.</li> <li>• Uniform should be reflective of the world we live in.</li> <li>• Agreed to rework detail based on conversation and present in September</li> </ul> <p><b>Mobile Phones</b></p> <ul style="list-style-type: none"> <li>• No immediate action required – All happy. BJ to format and publish on the school website.</li> <li>• Principles not changed just simplified.</li> <li>• Helpful and addresses headphones.</li> <li>• We need to get the balance right (responsible use) with this as this is inconsistently applied across the school.</li> <li>• In the near future we can build on this policy - Has tech moved on? Should we be thinking of a wider digital device policy?</li> </ul> <p><b>T&amp;L</b></p> <ul style="list-style-type: none"> <li>• This has tried to capture work done with leaders on development day. Key areas: Curriculum, feedback, subject expertise, quality of instruction, teacher development.</li> <li>• This is still a working document; comments are down the side, which are the inputs from subject leaders. These need to be reviewed as we evolve with subject leaders.</li> <li>• General founding principles not subject specific.</li> <li>• MP – Why do we need this? It feels more like a procedure (how to) not a policy (what and why?). This is not statutory but it is our bread and butter and sets expectations for colleagues. High quality schemes of work to support delivery/ varieties of strategies/framework. Review policy/procedure/strategy/handbook feel and how we position this. It shouldn't read like everyone is going to do this constantly. Policy on how to police is not the best approach. Appendix 1 feels the start of a handbook. Peter to work with Sarah. Take live document part out. T&amp;L Principle then handbook to sit behind this?</li> </ul>
<b>4. Context</b>	None.
<b>5. Successes</b>	None.
<b>6. Teaching and Learning</b>	<p>As above.</p> <p>Very positive work with HODs. Lots of thanks to Sarah and Peter. Thanks to Kerry on hard work and challenges.</p>
<b>7. Curriculum</b>	<p>Looked at Professional Development for next year.</p> <p>Y10 combined science – what is the correct longer-term model? Write to parents to follow dual award? Is there a desire for the pathway model/curriculum shift? Governors are happy/think this is sensible and believe there may be a benefit of this being driven by the Science department.</p>

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	<p>There are a number of pupils in Y10 (which has increased over the year) who would benefit from structured support as they have felt disengaged/overwhelmed and generally have been struggling. Potential for a study session for support and guidance (out of one of their option subjects)?</p> <ul style="list-style-type: none"> <li>• Prefer 2 separate groups with dedicated staffing.</li> <li>• Timing has to be right.</li> <li>• Behaviour dynamics split.</li> <li>• Tailored approach. 5 lessons over a fortnight?</li> <li>• CM and TA support.</li> <li>• Teaching staff structured and timetabled.</li> <li>• Students benefit to responsive 1-1 work.</li> </ul> <p>CP acknowledged other selective schools following a similar model.</p> <p>Other option not explored – capacity in class (think as coursework time). Meeting the needs of different profiles.</p>
<b>8. Safeguarding, welfare and inclusion</b>	Section 47 issue has now been resolved.
<b>9. Children with Additional and Special Educational Needs</b>	None.
<b>10. Attendance</b>	<p>Tracking against previous year needed.</p> <p>Attendance still very good - top 10% nationally.</p> <p>Persistent absence is low but high for us. Want to work on – CM will be leading next year.</p> <p>Suspect some will be the ones struggling.</p> <p>Why does attendance drop off in summer? Trips?</p> <p>Dips seen with study leave.</p> <p>We currently do not fine families for unauthorised absence. If students miss more than 10 sessions in 10 weeks from Sept, we will refer these.</p> <p>Attendance policy to be updated in September.</p>
<b>11. Behaviour</b>	Currently reviewing if QEGS is the right school for a specific student. Are we the right school for the needs of this individual? We have seen multiple suspensions.
<b>12. Risks and implications for improvement plan</b>	<p>Lots of time on calendar. PDF and online need to match.</p> <p>Attendance of specific students.</p>
<b>13. Actions arising not on the agenda</b>	None.
<b>14. Ratify</b> actions taken since the last meeting	None.
<b>15. Note</b> – correspondence to The Chair	None.
<b>16. Confirm</b> – actions/information for other committees of the Academy Board and Trustees from this meeting	None.
<b>17. Dates</b> a. <b>Confirm attendance</b> at next QoE meeting	Proposed 2024/25 diary dates shared with all governors.