



## Ruskin Community High School

### Teaching, Learning and Assessment Committee 19<sup>th</sup> November 2025 at 3:15pm Venue - School

#### MINUTES – PART ONE

<b>Present:</b>	Dean Postlethwaite (HT) Chris Griffin (Chair) Don Higgs (DH) Denise McCumskey (DK) William Ollier (WO) Margo Veitch (MV) Peter Thorpe (PT) Peter Storey (PS) Emma Szymura (ES) Neha Shahi (NS)	<b>Headteacher</b> <b>Co-opted - Chair of Committee</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Parent Governor</b>
<b>Apologies:</b>	Debbie Jones (DJ) Duncan Burrows (DB) Marion McKenzie (MM) Milena Kwaczynska (MK)	<b>Co-opted Governor</b> <b>Co-opted Governor</b> <b>Staff Governor</b> <b>Parent Governor</b>
<b>In attendance:</b>	Sarah Robson (SR) Natalie Burke (NB) Natalie Cross (NC) Claire Harrison (CH) Jacqui Managh (JM) Su Garbutt (Clerk)	<b>Assistant Head</b> <b>Assistant Head</b> <b>Assistant Head and SENDCO</b> <b>Assistant Head</b> <b>(until 4pm)</b> <b>Senior Governance Officer</b>

<b>AGENDA ITEM 1</b>	<b>ELECTION OF COMMITTEE CHAIR</b>
<b>Decision:</b>	Governors elected Chris Griffin as Chair of Committee for a period of 1 year or until the first TLA meeting of the 2026/27 academic year.

<b>AGENDA ITEM 2</b>	<b>WELCOME AND APOLOGIES</b>
<b>Discussion:</b>	Governors noted and accepted the apologies received from Debbie Jones, Duncan Burrows, Marion McKenzie and Milena Kwaczynska.



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AGENDA ITEM 3	CONFLICTS OF INTEREST, (PECUNIARY OR OTHERWISE)
<b>Discussion:</b>	The Headteacher informed the meeting that he was a HT representative on the LA Schools Forum.

AGENDA ITEM 4	AOB
<b>Discussion:</b>	There were no items of AOB to be discussed under item 16 of this agenda.

AGENDA ITEM 5	APPROVAL OF THE PART 1 MINUTES FROM THE PREVIOUS MEETING
<b>Discussion:</b>	Governors approved the minutes from the meeting on 18.06.25 as a correct record and the Clerk was asked to send the minutes to be signed virtually by the Chair.
<b>Decision:</b>	Governors resolved to approve the minutes of the above meeting.
<b>Action:</b>	The Chair to sign a copy of the minutes and provide for school for retention.

AGENDA ITEM 6	MATTERS ARISING
<b>Discussion:</b>	There were no actions to be reviewed.

AGENDA ITEM 7	TEACHING AND LEARNING UPDATE
Discussion:	<p><u>Inclusion</u>: Governors were informed that the SLT had been working with staff regarding inclusion and ensuring it was consistent across the whole school. The SLT would continue to work with staff regarding adaptive teaching throughout the year.</p> <p><u>Class Profile</u>: Governors noted an example of the class profile documents produced for every class. This enabled staff to know which students may need additional support.</p> <p><b><i>Governor comment: During a recent visit I noticed staff using this to support students. It appeared to be working well and the behaviour for learning I observed in all the classes I visited was good.</i></b></p> <p><b><i>Governor question: Which type of strategies should be used?</i></b>  <i>Response: We look at the different groups of students and then what staff would be expected to do to support the individual student. We need to ensure this is consistent</i></p>



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across all classrooms. The forms are completed in one meeting and staff can then use this and refer to it during lessons. These are reviewed before SLT do a learning walk or drop in to help with the focus of the visit.

**Governor question: Do staff have sufficient knowledge to do this?**

*Response: CPD has been offered to facilitate this. For example, a primary headteacher lead a session on reading across the curriculum. Adaptations still need to work with staff.*

Governors noted recent behaviour data triangulated the behaviour for learning within the classroom. The data allows teachers to note how lessons can be more inclusive.

SIP report: Mark Bayley had visited on 9<sup>th</sup> October and also observed a twilight session. He had reviewed a group session led by staff and attended a Year 11 focus day on 6<sup>th</sup> November. He met students first and then reviewed some core lessons. The students were very positive regarding the maths changes.

Lesson observations had taken place with some being noted as very strong and some showing dips. Targeted support had been put in place for some staff.

The report would be uploaded to Governor Hub for the FGB.

SEND update

91 students were SENDK with 24 having EHCPs. The school was waiting for a decision on 3 more EHCPs.

These figures were slightly below the national average:

School	National	
12.75%	14.2%	SENDK
3.3%	5.3%	EHCP

There had been 30 consultations for in-year admissions and year 6 students. Of these, the school could meet need for 1 student and would endeavour to meet need for 4 students.

Parents were being helped with ASD and ADHD paperwork as this was a lot more detailed.

Governors noted it was difficult to measure impact for some SEND programmes. Recent initiatives included SEND drop in days, and the relaunch of the SEND referral form.



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	<p>57 students had one or more interventions and these took place in the Hub and Hive. A governor noted that this was a great provision and they had noted the difference in students when they attended.</p> <p>September and October had been very busy due to SEND annual reviews being held for Year 7 students.</p> <p>The Headteacher informed the meeting that the school continued to liaise with the LA and Fiona Burke-Jackson and Sally Ashworth would be visiting the school on Friday. Development plans had been submitted regarding some outreach work and these were being reviewed. Governors noted that the LA had numerous issues with their SEND provision.</p> <p><u>Ofsted update:</u> Governors were informed a session for governor would take place before the Christmas break. This would be via TEAMS.</p>
Action:	<p>HT to upload the SIP report to Governor Hub.</p> <p>ES to organise Ofsted update meeting.</p>

AGENDA ITEM 8	PUPIL PREMIUM
Discussion:	<p>Governors were informed that the RADY cohort was moving forward and parts of the work undertaken by Ruskin was being used across other schools as best practice. The RADY programme initially included 10 primary schools plus Ruskin. Some of the ideas have been useful, but it was noted that a lot of the suggestions had already been implemented in the school.</p> <p>The Headteacher had attended the disadvantaged conference held last week and felt that the school was ahead of a lot of other local schools with regards to implementation of programmes.</p> <p>The pupil premium strategy document was being worked on at present and would be published in line with the December deadline.</p>

AGENDA ITEM 9	READING PREMIUM
Decision:	<p>Governors received an update on reading in the school.</p> <p><b><i>Question: Reading age is only one component – for example reading speed and reading aloud are different dynamics. How do you tackle these areas?</i></b></p>



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	<p><i>Response: For reading aloud we ensure that teachers do the reading so that the students get the cadence and meaning correctly. For some students, being made to read aloud is very stressful. We do have issues with some EAL students, they can decode very well but the comprehension can be challenging.</i></p> <p><i>We use SPARX reader which is also about reading speed and comprehension. The programme tests their comprehension of text and if they read things too quickly, there is the chance that they will get the questions wrong. SPARX awards points for reading consistently such as every night. This is about forming reading habits.</i></p> <p><b>Governor question: Are some students embarrassed about reading aloud?</b></p> <p><i>Response: Yes, [and example was given]. For some students if they can't read well, then they have problems accessing the curriculum and this can lead to misbehaviour.</i></p> <p>Governors agreed the scheme sounded very interesting and asked for a demonstration at the next TLA meeting.</p>
<b>Action:</b>	SPARX to be demonstrated at the next TLA meeting. - ES

<b>AGENDA ITEM 10</b>	<b>CPD UPDATE</b>
<b>Discussion:</b>	<p>The school had changed the way twilight sessions were being used. Sessions were now led by staff; for example at the last session 4 x 15-minute presentations were given by staff. This model will be continued as staff feedback had been extremely positive "Delivered by staff, for staff".</p> <p>Feedback from the first twilight session had been shared on Governor Hub prior to the meeting for governors to view.</p> <p>Staff have been asked what they would like going forward to ensure training was appropriate. Each session would have feedback obtained and shared.</p> <p><b>Governor question: When was the last time the school conducted a staff satisfaction survey?</b></p> <p><i>Response: We did one recently regarding the behaviour hubs. Then tend to be smaller surveys regarding particular projects/areas.</i></p> <p>A governor commented they felt that the training being driven and delivered by staff was a good idea. The committee was informed that each staff's appraisal document contained a section for them to fill in what CPD they would like. SR reviewed all these requests and</p>



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	see if they were specific to the individual/group or if they could apply to the whole school. This informed the training sessions commissioned.
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<b>AGENDA ITEM 11</b>	<b>SAFEGUARDING UPDATE</b>
<b>Discussion:</b>	There was no additional safeguarding update. The SDW committee had received a comprehensive update during their meeting on 18 <sup>th</sup> November 2025.

<b>AGENDA ITEM 12</b>	<b>LINK GOVERNOR REPORTS</b>
<b>Discussion:</b>	<p>Governors received reports from:</p> <p>Bill Ollier</p> <ul style="list-style-type: none"> <li>• Art, Design and Technology</li> <li>• Photography</li> <li>• Careers</li> </ul> <p>Chris Griffin</p> <ul style="list-style-type: none"> <li>• Performing Arts</li> <li>• English</li> <li>• Music</li> </ul> <p>Peter Thorpe</p> <ul style="list-style-type: none"> <li>• Attendance</li> <li>• Catering</li> <li>• Energy</li> <li>• Health and Safety</li> </ul> <p>Peter Storey</p> <ul style="list-style-type: none"> <li>• Geography</li> <li>• Science</li> </ul> <p>Don Higgs</p> <ul style="list-style-type: none"> <li>• MFL</li> <li>• Maths</li> </ul> <p>BO stated he had been very impressed with behaviour for learning during his visits. The students he had spoken to were incredibly knowledgeable and passionate about what they were doing. It has also been helpful to see the new Ofsted approach to inclusion.</p>



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	<p>It was clear to see what the school was doing to ensure inclusion and how lessons were being adapted.</p> <p><u>Careers</u></p> <p>Governors were informed that years 7, 8, and 9 needed to complete 5 days of work experience. The school was helping students to attend careers fairs.</p> <p>All governor visits for the Autumn term had been completed.</p>
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<b>AGENDA ITEM 13</b>	<b>DIRECTORS REPORT</b>
<b>Discussion:</b>	There were no items for review as the report had been discussed at the meetings held on 18 <sup>th</sup> November 2025.

<b>AGENDA ITEM 14</b>	<b>POLICIES</b>
	<p>Governors noted the following policies had been updated:</p> <ul style="list-style-type: none"> <li>a) Assessment and Progress</li> <li>b) Curriculum</li> <li>c) Literacy</li> <li>d) Marking Feedback</li> </ul> <p>Link Governors were reminded to ensure they were familiar with updated policies relating to their areas.</p>

<b>AGENDA ITEM 15</b>	<b>MEETINGS</b>
<b>Decision:</b>	The next meeting was confirmed as 11 <sup>th</sup> March 2026 at 4:15pm.

<b>AGENDA ITEM 16</b>	<b>ANY OTHER BUSINESS</b>
	There were no items of AOB for discussion

<b>AGENDA ITEM 17</b>	<b>STATEMENT OF IMPACT</b>
<b>Discussion:</b>	<p>Governors helped to move the school forward in this meeting by:</p> <ul style="list-style-type: none"> <li>• Promoting consistency in teaching and learning through the use of the 4 Ms and the provision for vulnerable pupils</li> </ul>



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	<ul style="list-style-type: none"><li>• Noting and understanding the steps taken to promote reading within the school</li><li>• Understanding the quality of self-evaluation undertaken by curriculum leads as seen by governors during their visits to school</li></ul>
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**The meeting ended at 5.30 pm**

**There were no Part 2 items for discussion.**

**Chair.....**

**Date.....**