



NOTRE DAME CATHOLIC SIXTH FORM COLLEGE

Minutes of the **Curriculum and Standards Committee** meeting held at the college on:

TUESDAY 10 MARCH AT 5.00PM

PRESENT Father Michael Hall (Chair)
Justine Barlow (Principal)
Graeme Brown
Mark McEvoy
Christine Bosch

IN ATTENDANCE: Sarah Dumont – Senior Deputy Principal
Andrew Kellet – Deputy Principal
Lucy Johnson – Assistant Principal
Kirstie Kohling – Assistant Principal
Aine Hardcastle – Assistant Principal
Denise Hark – Clerk to Corporation
Rebecca Clacher – Clerk to Corporation Designate

Prior to the commencement of the meeting the Senior Achievement Tutors Andrew Sutcliffe and Tom Walsh gave a presentation on Achievement, Behaviour & Attitude development through the Achievement Tutor model.

The following points were noted from the presentation:

The Senior Achievement Tutors line manage 13 Achievement Tutors and meet fortnightly with them to look at attendance, attitude to learning and punctuality and to identify where support is needed. The tutors are given a list of actions to challenge students.

Q: Where does the Attention for Learning score come from?

A: Each subject teacher gives the student a score each half term and the score is the average of these three scores. The closer the score is to 1 the better.

Examples of interventions at Stage 2, which has supportive measures, were provided.

Targets for students are set by the tutors which are reviewed fortnightly.

If the intervention does not have an impact the student is escalated to Stage 3. Stage 3 includes meetings with parents and phone calls home.

One to ones are the minimum interventions all students have with an Achievement Tutor twice per year.

A Learning Zone is being implemented as part of a pilot that is being run with Lower Sixth students. The impact of this initiative is that each half term the number of students going into the Learning Zone is reduced. Out of the 170 students who had been referred to the Learning Zone, 85 had been removed because they had improved.

Positive letters about attendance are sent out half termly to celebrate attendance.

The Deputy Principal noted that between 70 to 80% of students receive a positive Attitude for Learning score.

Looking at the last three years of data from the Achievement Tutors, there has been an increase in attendance year on year, and an increase in the percentage of students saying that they feel supported by their Achievement Tutor.

The Principal noted that Notre Dame was the second highest of the Catholic Colleges for attendance. Attendance for the year to date stood at 94.6%.

The Chair thanked Andrew Sutcliffe and Tom Walsh for their informative presentation.

The meeting was opened with a prayer.

		ACTION
1.00	APOLOGIES FOR ABSENCE AND MEMBERSHIP MATTERS	
	Apologies for absence were received from Sarah Wickham, David Wright and Lisa Guest (Assistant Principal).	
2.00	DECLARATION OF INTERESTS	
	There were no declarations of interest made.	
3.00	MINUTES OF THE LAST MEETING	
3.01	The minutes from the meeting on 9 December 2025 were agreed as a correct record.	
4.00	REVIEW ACTIONS AND MATTERS ARISING	
4.01	There were no matters arising from the minutes of the previous meeting.	
5.00	CATHOLIC LIFE	
5.01	CSED 2025-2026	
	The Principal reported that the summary CSED document was produced annually, and this is a document which will be reviewed by the inspection team. The key areas that the college is working on is highlighted in the document.	
5.02	Q: What is the summer camp for Lower Sixth? A: (JBW) This is something that the Lay Chaplain is leading on in the Diocese.	
5.03	Q: Is the Outstanding judgement linked to take up of provision?	

A: (JBW) The college will demonstrate that all students have been invited to collective worship. Participation will not be measured. The increase in more than 30 students attending the Lourdes trip is a significant positive and a definite increase in participation can be seen.

- 5.04** Q: Is the Lourdes trip inclusive? Are all students able to access it?
A: (JBW) Costs could be prohibitive. The Lay Chaplain has carried out a lot of active fundraising for the trip. It is recognised that cost could be a barrier, and the college tries to mitigate this where possible.

5.05 Catholic Life Summary Report

The Chair reported that he had uploaded his report following his Link Governor visit to look at PTE. He added that he had been impressed with what he had seen and the way students were able to talk in a mature way.

- 5.06** The Catholic Life report gave a holistic summary of the work carried out by staff and the lay chaplaincy.

6.00 PRINCIPAL'S & SLT REPORTS

6.01 Progress Review of College Quality Improvement Plan

The agreed SAR had been submitted to the Ofsted portal in January.

- 6.02** The Quality Improvement Plan showed tracking against subjects providing details of how this was measured.

- 6.03** Q: Can we have an explanation for those subjects where not as much progress was being made?
A: (JBW) Appointments of Head of Department had been made to two of these departments and there had been other staffing changes and issues. These are being monitored through the Assistant Principals who meet half termly with the Heads of Department of these subjects.

- 6.04** It was reported that there was a large number of students in maths, with 12 U6 classes, which could have a significant impact on performance, however the department was making expected progress.

- 6.05** Q: How does a department's underperformance look from the student perspective?
A: (AK) Students are still getting good grades in these subjects.

- 6.06** The Principal noted that a highly proficient science teacher had been deployed to have oversight of QA in the department, and they carried out regular learning walks.

- 6.07** The Chair noted that governors are aware of the issues and the plans in place to support staff and students.

6.08 Analysis of January GCSE and L2 Units results

The Senior Deputy Principal reported that English had been a clear strength and was well above benchmark.

- 6.09** Maths was still above benchmark after taking in some students with lower grades due to a particular issue at one of the feeder secondary schools.
- 6.10** Level 2 courses showed an increase in the higher grades.
- 6.11** Q: Once a student succeeds in the January resits does this impact on the choices they made when they joined in September?
A: (AK) The vast majority of these students are on Level 2 courses. Others are wanting to improve from a Grade 4 to a Grade 5 or 6.
- 6.12** **National Performance Table summary report for 2025**
There were strong pass rates at Level 3 which showed continued improvement over time.
- 6.13** Retention was strong and above average but had dipped slightly.
- 6.14** The College is in positive Value Added overall, however, Yorkshire has the second lowest Value Added in the country with a significant number of students who are disadvantaged.
- 6.15** Data was benchmarked with local sixth form colleges and came second for A Levels and highest for Applied Generals. Compared to all Catholic Sixth Form colleges Notre Dame is in the top third.
- 6.16** The Principal encouraged governors to look at the three-year trend on the Compare Schools and Colleges website.
- 6.17** Q: Is there any particular group where there are gaps?
A: (SD) The gap in performance of White British students compared to Black African has widened, although there is a difference in the subjects they tend to choose. This is in line with the national trend.
- 6.18** The next steps are to look at Pupil Premium Strategies to see if there is anything that can be implemented from this.
- 6.19** It was noted that there is an imbalance with the Black African students with a greater number of these students with SEND. There are also a significant number of them who receive a bursary.
- 6.20** **Student survey reports: Curriculum and Student Experience**
There had been a completion rate of over 96%, with 96.4% of responses recommending the college and over 99% reported that they felt safe on site. 97.4% reported that careers advice was embedded.
- 6.21** Stella Maris programmes were having an impact.

- 6.22** Access to work experience is an area that is being worked on.
- 6.23** Q: Did students fully understand the question on Stella Maris?
A: (AH) Tutors elaborate on questions that students may not understand. This had been communicated to students.
- 6.24** The Chair reported that during his link governor visit to look at PTE, staff were trying to signal that Stella Maris was not just for PTE. He added that he had looked at Stella Maris journals and on the whole comments were very thoughtful and some of the Upper Sixth journals were outstanding.
- 6.25** **Student application update**
The Deputy Principal reported that there was a strong application profile. The number of applications had increased by 5.9% on the previous year and currently stood at 4189. There had been a steady increase over the last 3 years.
- 6.26** Q: Will you take more students?
A: (MH) There will be a discussion on this at the Corporation meeting to ensure the need to preserve the quality and experience of the college.
- 7.00** **POLICY REVIEW**
- 7.01** The following policies were presented for approval:
Complaints Policy and Procedure
The complaints policy had been amended to clarify that new evidence was required for an appeal.
Agreed: to recommend the Complaints Policy and Procedure for approval to Corporation.
- 7.02** **Student Support Policy**
There had been a few minor amendments to the policy with more information included on what is provided.
Agreed: That the Student Support Policy is approved.
- 7.03** **Supporting Young People with Medical Conditions Policy**
Acts where the information can be cross-referenced had been added to the policy. It was clarified that point 1.3 should read equality of opportunity.
Agreed: That the Supporting Young People with Medical Conditions Policy is approved.
- 7.04** **Prayer and Liturgy Policy**
The policy had been updated that there will no longer be an official leavers mass and a welcome mass. This would be done differently with students being offered an invitation to attend a mass during the relevant week.
Agreed: That the Prayer and Liturgy Policy is approved.

8.00 SKILLS AGENDA

8.01 An updated Accountability Statement was provided showing all work carried out to meet actions in the plan.

8.02 The following points were noted:

- Level 2 students completed their Employability SmartLog training, as well as their Microsoft Clip training.
- The Employability Fair will continue.
- A company has offered to provide business attire which students are able to wear for interviews.
- All Upper Sixth students have achieved their first digital badge.
- Engagement has taken place with several new community partners.
- The College is reaching out to more charities for partnership and work experience.
- The law internship was working well.

8.03 Q: Where does Skills fit into the new Ofsted framework

A: (KK) It is still part of the judgement and will be based on the previous skills judgement.

A: (AK) It is seen as a golden thread running through everything.

9.00 LINK GOVERNOR REPORTS

9.01 Catholic Life

The Chair reported that his Link visit had been a PTE visit and had been reported in minute 5.05.

9.02 Safeguarding & SEND

The Link Governor for Safeguarding and SEND had carried out a link visit and noted that staff were working hard and doing an amazing job. He added that he had been impressed with Power BI during his visit and said that he would like to see a presentation on it. The visit had included looking at how Power BI dovetails with exam access arrangements.

9.03 The Link Governor for Quality of Education suggested that under the new framework SEND might fit better with Quality Education than Safeguarding.

9.04 The Chair suggested to improve inclusivity and break down barriers Link Governor areas could be broken down into Safeguarding and mental health to be covered by MM and Quality of Education and SEND to be covered by GB. It was agreed that the new Ofsted framework would be checked to be sure of any changes to link governor remits before making these changes.

9.05 Quality of Education

The Link Governor for Quality of Education reported that he had met with both Deputy Principals, and his report had been uploaded to GovernorHub. The foci of the meetings had been on the three-year trend for Value Added. A discussion had taken place about predicted grades for student groups and strategies to support inclusivity.

9.06 The Chair noted that the quality of data was comprehensive, and the link governor visits provide good triangulation.

9.07 Careers

The Link Governor for Careers reported that she had met with the Head of Careers and the Assistant Principal and had discussed initiatives for the Careers Fair and HE Day to gain an understanding of the work being done to engage students with their next steps. The Link Governor for Careers noted that she had been impressed with the resources for students and opportunities available to students on interview practice and CV checking.

9.08 The Link Governor for Careers noted that one of the lowest agreement areas in the Student Experience Survey was opportunities for work experience. She added that she was trying to provide support with links in the food industry.

10.00 ANY OTHER URGENT BUSINESS

There were no items of Any Other Business raised.

11.00 DATE AND TIME OF NEXT MEETING

Tuesday 9 June 2026 at 5.00pm

The meeting closed at 6.22pm