

**KINGSBRIDGE LEARNING TRUST**  
**Minutes of Annual General Meeting held on 30<sup>th</sup> March 2009**  
**MA6, Kingsbridge Community College**

**Present:** Nigel Shillabeer            AstraZeneca  
Robin Tatam                        RSA  
Lindsey Hall                        RioCIC  
Chris Harris                        University of Plymouth  
Jeremy Fothergill                Governor, KCC  
Roger Pope                         Principal, KCC  
Lis Collard                         Secretary

In attendance: David Arnold            Chairman, Governing Body

**ACTION**

In the absence of Paul who had unfortunately had a minor accident that afternoon, Nigel Shillabeer took the chair. We wish Paul all the best for a speedy recovery!

**1. Election of Chairman**

Those present unanimously elected Paul Cox as Chairman for the next year.

**2. Apologies for Absence**

Paul Cox                            National Marine Aquarium

**3. Minutes of the last Meeting and Matters Arising**

- Roger confirmed that he was awaiting a decision from Falmouth as to whether they would formally join the Trust. He will chase this up. Roger
- Roger advised that he had met with Lesley James on 9<sup>th</sup> March to talk about the RSA's representation on the Trust. Lesley had agreed to organise a meeting with the Heads of the three schools with which they had formed partnerships but that disappointingly no confirmation of date for this has yet been received. It was recognised that the partnership with the RSA is a very different relationship to the others on the Trust but that it offered huge benefits in terms of widening access across nationally to different pathways, skills and curriculum opportunities. Roger agreed to draft a 'College Partner Specification' to give a sense of structure to the partnership. Lindsey suggested that other national bodies, such as the SSAT, might also have examples of good practice in this area. Roger
- Chris explained that the restructuring of the University is now underway and that from 1<sup>st</sup> August there will be a new faculty of Science and Technology. Lis will contact Jane Hopkinson by email to promote the work that has already been done with Chris representing the University and the Trust and asking for clarification that the University is happy to be a Trust Partner. A nil response will be taken as acquiescence! Lis
- Roger advised that Primary School developments are moving quickly with some schools now beginning to federate. They are also investigating their own Primary School Trust with the suggestion that the College joins their Trust as one of their partners. This will have the advantages of Primary Schools being able to bond formally with the College but also give them the opportunity to select partners more applicable to them. Lis
- No response has been received to our application for Capital Funding from the SSAT: Lis will chase.

The minutes of the last meeting were confirmed. There were no additional matters arising.

#### 4. **To review Action Plan being developed as a result of the recent Trust Partner Workshop**

Trust Partners updated the draft Action Plan with contact details where appropriate. Lindsey will add details of the projects that Rio has been undertaking and return this to Lis. Lindsey also identified a new I1-I4 project commissioned by the DCSF and will let Roger have the details of this.

Lindsey

When this has been updated by Lindsey, Lis will then circulate the revised Action Plan to Trust Partners and College contacts ready for action! As projects get underway, could contacts please e-mail Lis with updates, timelines and progress reports so that the Plan is kept up-to-date.

Lis

ALL

From her experience in working with schools, Lindsey advised that the best way to push forward and gain momentum to proposed projects is to:

- release teachers to give time to the initiative
- provide a small budget to make it happen
- make sure the project plugs into the drivers of the school, ie is tied with the College priorities/improvement plan
- encourage individual personal connection between those responsible for the project.
- 'celebrate' the work being done between the College and Trust Partners.

It was felt that an evening to promote the links between the College and Trust Partners would help galvanise people into action and various ways of doing this were discussed. There are advantages to doing this at key points in the students' time at College, for example at the Year 6/7 Parents' Evening; the Year 9 Options Event; and the Sixth Form transition evening. Initially Trust Partners could provide a manned stall in the entrance foyer to promote the links and projects which have begun and to talk to students and their parents about career pathways and ways to achieve these. One of the Trust Partners could also be asked to give a short (5 min) presentation to parents on behalf of the Trust Partners to raise the Trust's profile. The Year 6/7 Transition Evening is **Monday, 29<sup>th</sup> June from 4.30-6.30pm.**

ALL

Trust Partners are also willing to be involved with the Career Talks being organised by Vero Thomas and her team at the College and Lis will circulate contact details to Vero.

Lis

It was also agreed that Trust Partners would provide a small biography of themselves or a short piece on their company for inclusion in the Parents' Newsletter as a regular feature to raise the profile of the Trust amongst parents. Lis will contact each partner for information on a rotational basis!

Lis

#### 5. **To review progress in Year 1**

All agreed that the first year has been about establishing the Trust, building relationships and looking at the best ways to move forward. Lindsey suggested that as the Kingsbridge Learning Trust is one of the first established, we should take the opportunity to promote its work nationally. Initiatives have also begun, eg work with Rio, Chris has been in to talk with the Year 13 biologists, but that it is now important to log these events, to get feedback as to their success and to look at the impact and outcomes on students' learning. In order to do this Roger suggested that we include a section on the work of the Trust in his Principal's Report to Governors which is issued three times a year in March, July and December. Lis will email Trust Partners with a proforma for their updates for inclusion in each report.

Lis

ALL

#### 6. **Any Other Business**

Plaques depicting the Trust Partner logos have been ordered and will be displayed in the College reception. Lindsey advised that Rio's changes from tomorrow (!) and will e-mail Lis with the new logo.

Lindsey

Lis