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**LEARNING AND TEACHING IMPROVEMENT GROUP**

Minute of meeting, Monday 4thDecember 2017

**Present:** Caroline Martin (Chair), Aubrey Sanderson, Colin Richardson, Duncan Robertson, Gillian Cochrane, Victoria Lowe, Sarah Martin, Bruce Watson, Matt Corfield.

**Apologies:** Bruce Robertson, Ian Yule, Kelly Fairbairn, Andrew Hay.

There were no matters arising from the last minutes.

BW and DR informed the group of the results of their investigations into Professional Enquiry. They spoke to colleagues from Selkirk, Peebles and Kelso at the cross-schools In-set day. They summarized these conversations as follows: Professional Enquiry involves colleagues working in groups who have the same area of interest. One school gave teachers six areas to choose from; another school asked teachers to choose their area of focus first then grouped them with others. The groups did some background reading and interventions. DR said that in Kelso they did some research in the classroom after they had identified a focus, and then they fed the results back to a wider group. In some schools it was compulsory, in others voluntary. VL remarked that this sounded very similar to the learning rounds that we did in May. The LTIG members felt that our school had already done significant work in this area given that we already have PLPs,

faculty evaluations, peer-observation rounds and learning rounds in place.

The next item on the agenda was peer-observation fortnight. The general opinion of the meeting was that pairing people up encouraged staff to complete the observation but this was purely anecdotal evidence. GC said that she had very much enjoyed seeing MA’s class in PE and that it was not a lesson she would normally have thought of going to. VL had a similar experience, observing a history lesson with MG. Colleagues have been struggling to find the time for the follow-up discussion. This does not have to be for a whole period. The consensus of the meeting was that BR should make new pairings next time, but perhaps avoid putting part-timers together. There was then a discussion around how to record evidence of peer observation. This should be recorded in PLP reviews, and a record of peer observations could also be noted in faculty meeting minutes. The learning rounds and the next peer observation fortnight are both in May and there was some confusion as to whether those involved in the learning round would also be expected to do another observation for peer-observation fortnight. (It has now been clarified that they are not expected to do both.)

VL gave a brief update on the Expressive Arts faculty fortnight, which is now reaching its conclusion. It has gone fairly smoothly but the follow up process is very time consuming. LB was due to be seen this week but this may not happen as BR is absent.

Regarding systems to share practice, BR had suggested creating an S6 media team who would film lessons. Although many people liked the idea of filming lessons in principle, as it is very helpful for students who have been off and also seems to help pupils focus, there were some concerns about the maturity of sixth years and the concept of confidentiality. The meeting agreed that teachers should always have total control over the filming process and who is doing the filming, and for this reason it would be a good idea if each faculty had its own Flip camera or Samsung tablet as these are both very easy to use and cheaper than I-Pads. Expressive Arts have already begun to trial filming lessons, especially demonstrations, and have found it very helpful. The teachers shared only what they felt comfortable sharing. They found that watching the lesson afterwards helped to facilitate the discussion of good practice. (Following the meeting, European Languages and Expressive Arts have agreed to trial the use of video cameras in the classroom in January.)

CR has posted two articles on the Learning and Teaching website, on learning intentions and better questioning. He asked the group to pass on anything useful they had seen to himself or GC. He is going to put things on gradually so that people have time to look at articles and use them. There have been some technical problems with opening video clips on the website. Some people have not been receiving the updates via email when a new item has been posted. CR will ask BR to check and update the email list.

The next meeting will be on Monday 26th February in the staff conference room.

*C. Martin, 20.12.17*