

# Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 20<sup>th</sup> June 2019 at 5.00 pm.

## Present

Tony Barradell – Governor  
Sue Billington - Governor  
Jane Brown – Principal  
Owen Jones - Governor  
Trevor Low – Governor  
Deborah Rose – Governor  
Ellen Rudge-Tezcan – Governor  
Sue Thistlethwaite – Governor

## In Attendance

Lynn Dawson – Clerk to Governors

## Guest

Richard Seaman – potential Governor

1. Cerin Wilson joined the meeting and reported that herself, Jane Brown and Liz Kendall, Labour MP for Leicester West, visited The Rt Hon Nick Gibb MP, Minister of State for School Standards and had a very good meeting with him regarding Progress 8 and the number of students that are not counted in these figures (5.5% nationally and 33% of students in New College's cohort of 2018) due to them not having KS2 data. They asked for 1) the %age of students with no KS2 figures to be published next to students with KS2 data, 2) Ofsted to question schools on what they are doing with that %age of students to ensure that these students are getting a good service and 3) to trial Cerin's system of setting targets using a NVR (non-verbal reasoning) test. Mr Gibb stated that he would ask his officials to look into this issue. Recruitment and retention of staff into challenging schools was also discussed at the meeting. The meeting went ahead thanks to Edwina Maguire, EAL lead, and Paul Butler, Head of English who wrote to the government about discrimination against EAL students in some schools. Cerin Wilson noted that New College had a significant influx of EAL students. Cerin Wilson reported that they had been very pleased with the meeting.

## 2. Student Progress Against Targets

Cerin Wilson reported on the Year 11 progress with a cohort of 130 students with KS2 data and 38 students (23%) of students with no KS2 data. She reported that Progress 8 was tracking at -0.656 with Attainment 8 tracking at 38. Governors looked at the data for the high ability students. EAL P8 was tracking at 0.442 and non EAL at -0.971. This gap has slightly closed and the year 11 targets are P8 0.0 and A8 45 and Basics at 52%.

Cerin Wilson reported that teachers are planning to meet with every student going into year 11 and noted that the gap between boys and girls widens through the year groups. All students in the lower year groups have met with teachers and have sessions on how to work independently. There is a Year 7 programme called ALPS taking place where the students work in tiers re independent learning which is having a positive impact on year 7 especially with the NCL method of learning (note the gap, close the gap, lose the gap).

Cerin Wilson reported that there are 19% of students in Year 10 with no KS2 data and a higher proportion of them are middle and lower ability with a bigger cohort coming through into Year 11.

A discussion took place regarding target setting for Year 10 students. It was proposed to set a relatively low Baccalaureate target for the next year to allow more specific focus on English and mathematics. The governors stated that this must be a temporary strategy and should be

reviewed in 12 months' time. The governors stated that all students in the college must continue to be given the opportunity to study the EBacc.

Governors thanked Cerin Wilson for her report and she left the meeting.

3. Sue Billington introduced Richard Seaman who is interested in becoming a governor and Trustee. Richard explained he has a background of finance and audit and been involved in local schools before.

#### 4. **New Governor**

The governors unanimously voted for Chris Bradshaw to become a governor.

#### 5. **Apologies**

Chris Bradshaw – Governor

Ian Chakravorty – Governor

Dipak Patel – Governor

Paul Wilson – Governor

#### 6. **Minutes of the last meeting**

The Minutes of the meeting held on 2<sup>nd</sup> May 2019, having been previously circulated, were taken as read, noted and signed as a true record.

#### 7. **Matters Arising from the Minutes**

**Item 1** – Student Disciplinary Panels – ongoing.

**Item 2** – Governors to explore sponsorship opportunities – ongoing.

**Item 3** – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – October.

**Item 4** – Jane Brown to complete a high level spend plan for the college – October.

**Item 5** – Chris Gowans to work on ensuring a safe environment for external users and to run a report as to what systems are already in place – ongoing.

**Item 6** - Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate, looked after children, students who do not access the full curriculum, spending of pupil premium and the students' exclusion/attendance rates – On agenda.

**Item 7** – To dedicate a 10 minute slot on each alternate GB agenda in terms of briefing governors on Child Protection in accordance with the current procedure – Training on cyberbullying postponed until October.

**Item 8** – Directors of Learning to be invited to governors meetings – To be scheduled for next year.

**Item 9** – An overview of parental engagement to be presented to governors in the new year for 2018/19 – October.

**Item 10** – To present a business case for the future of Post 16 provision at New College Leicester – ongoing.

**Item 11** - Jane Brown to send Tony Barradell the timetable for the high level spend plan in the next week - ongoing.

## **8. Declaration of Interests**

All members to declare any direct or indirect pecuniary interests they may have in the business to be transacted.

Sue Billington declared that she was a director for Propraxis. Trevor Low declared that he was Chairman of Hinckley Gymnastics Club which holds the operating license for the New College Gymnastics Centre. Tony Barradell declared that he was a Director for Clear Vision Learning Limited. Deborah Rose declared that she was a Director of Leicester Business Improvement District Company. Paul Wilson declared that he is the Principal of Wyggeston and Queen Elizabeth I College which had merged with Regent College. Ian Chakravorty declared that he is Director of Business and Organisational Development for Breedon House Nurseries Ltd. Owen Jones declared he was a director of Calipro Software Limited and a System Engineer for Morris Angel and Son.

## **9. Student Behaviour, Attendance and Safeguarding**

### Attendance

Ellen Rudge-Tezcan reported on the whole school attendance which was tracking at 95.4% which is above the national figure of 94.8%. Focus is still on SEN which is tracking at 93.4% and pupil premium students tracking at 94.2%. This is an improvement on last year and the college have put in a number of strategies to improve SEN attendance by treating each student as an individual and putting in personal interventions for each student across all years which is having a positive impact. Heads of Year are also being held accountable by their SLT link for attendance. There are also strategies being put in for the last week of term to try and keep attendance up and rewards trips for all years were taking place on Thursday for all students with 97% attendance and above. The governors thanked Ellen Rudge-Tezcan and her team for their hard work on attendance this year.

### Exclusions

Ellen Rudge-Tezcan reported on the exclusion figures and noted there had been 5 fixed term exclusions in Half Term 5 with 9 days lost. This was a drop from Half Term 4. All FTE's were male with one student now at a more suitable placement.

The governors thanked Ellen Rudge-Tezcan for her report.

## **10. Quality of Teaching**

Jane Brown reported on the quality of teaching. Teaching quality measured in the Spring term was 18% Outstanding (11% Autumn); 87% Good or better (83% Autumn); 11% Requires Improvement (18% Autumn); and 0% Inadequate (0% Autumn). The target for the end of this academic year for teaching quality is 90% Good or Better and 20% Outstanding.

Jane Brown reported that SLT walkthroughs had taken place with Middle Leaders present. Walkthroughs had also been offered to all staff. 2 Lesson Observations took place a year for appraisal purposes and these are measured against teachers' standards. There had been lots of CPD opportunities with 4 staff attending the National Professional Qualification for Middle Leadership; 5 staff attending the National Professional Qualification for Senior Leadership; 18 staff enrolled for Distant Learning in a range of topics with Hinckley College and 3 staff attending the Outstanding Teacher Practice course at Rushey Mead Academy. Coaching/mentoring had also taken place with Recently Qualified Teacher programme (8 staff); moving to Good (7 staff); and moving to Outstanding (10 staff).

Jane Brown reported that the internal Teaching and Learning briefings are compulsory and the priorities next academic year are to move to outstanding teaching across the board; for stretch and challenge activities to be evident in all classrooms; for teaching strategies to support any student falling behind; for testing strategies to support students to remember; for

revision strategies to be embedded throughout the curriculum; and for Directors of Learning to take more control by disseminating teaching expectations into faculties.

Jane Brown explained that an IRIS camera has been purchased for training purposes. This is where coaching is given through an earpiece and the camera can be used to capture snippets of outstanding teaching for sharing as best practice. There was a discussion around this and governors thanked Jane Brown for her report.

## **11. Governor Feedback**

### BSF/Buildings

Sue Billington reported work had now started on windows and roofs and that she would be meeting with Sean Atterbury in the summer holidays.

### Governors visit to Inclusion

Sue Thistlethwaite reported that she had visited the Inclusion Department on 5<sup>th</sup> June 2019. She reported that the LAC mentor was leaving the college to move to another role, but the funding remains. She also reported that the college are dealing very well with students who are being educated off site.

Sue Thistlethwaite talked about the Education Psychologist that has been bought into the college to work 30 days for £9,000 per year. She has worked with over 60 students and covers a range of activities. She has completed 5 ECHP applications, seen 10 students on a 1:1 basis and worked with 50 students in small groups. She also advises staff on approaches to students. She is usefully employed in responding to Removing Barriers meetings helping to filter students before they are formally referred to her, for example observing them in classrooms and then if required producing a detailed report ensuring the student is placed on the right pathway e.g. Autism, dyslexia etc. This is a vast improvement on the previous 22 hours a year provided by the LA. The governors supported the continuation of use of the SEN funding to supplement the LA contribution to the Education Psychologist therefore the funding and appointment will continue next academic year.

Sue Thistlethwaite reported that the impact of the Education Psychologist work can be seen through the number, and increased speed, of gaining ECHPs. Going forward the Educational Psychologist is now developing a system of how the college measure impact from her group interventions.

Sue Thistlethwaite also reported that exclusions are down and there have been no permanent exclusions to date this year; 26 year 7 students have had phonics (reading recovery) in their timetable this academic year and of them 84.6% have made more than 1 year of progress and 5 have reading ages now that are equivalent to their chronological age. Sue noted that Pupil Premium and SEN attendance remains lower than expected, there had been work to support Countesthorpe College taking place, transition from primaries had begun and the SEND award final verification did not take place due to illness.

Sue Thistlethwaite reported that there are 68 SEN students out of 190 coming into Year 7 next year. A 3 day transition had taken place for the more vulnerable students and the department were employing another Level 2 TA to support with the Year 7 students.

Sue Thistlethwaite noted that the professional development of all the staff in the Inclusion area is outstanding and the skills they all show constantly grow and their use for the benefits of students is really impressive.

The governors congratulated Dina Mayes, Deputy SENCo who had achieved QTS.

## 12. Report from Trust Board

There was no report from the Trust Board.

## 13. College Finance

Tony Barradell presented the college finance summary and reported that there had been a major spend on the IT infrastructure with the college having to replace the whole catering system.

## 14. Staffing Matters Update

Jane Brown presented the Termly Personnel Report. There had been 6 resignations and she noted that Jez Burman, Head of Art was retiring after 35 years of teaching in West Leicester.

**ACTION - Governors to write to Jez Burman thanking him for his contribution to teaching.**

Jane Brown reported that she had recruited 9 new teachers, 4 of which were NQTs and exit questionnaires had been sent to three staff that had left at the end of the Spring Term. Only one out of three had completed the questionnaire. Jane Brown then reported on absence management, stress absence and work-life balance with the college offering additional benefits to all staff. She noted that there are suggestion boxes placed around the school and a staff welfare committee meeting held every term.

## 15. Policy Approval

The following policies that had previously been circulated were agreed:

- Assessment Policy
- Attendance Policy
- BTEC Appeals Policy
- Behaviour Policy
- Careers Education, Information, Advice and Guidance (CEIAG) Policy
- Child Protection and Safeguarding Policy
- Continuous Professional Development (CPD) Policy
- Drugs Education and Awareness Policy
- Expressive Arts/Design and Technology Faculty Health and Safety Policy
- Hairdressing Health and Safety Policy
- Lettings Policy and Procedure
- Induction of Newly Qualified Teachers (NQTs) Policy
- Safer Recruitment policy
- Teaching Policy
- Pay Policy
- Work-Life Balance Policy

## 16. Any Other Business

- Awards Evenings – These were taking place on Monday 8<sup>th</sup> and Tuesday 9<sup>th</sup> July 2019. An invite had been sent out to all governors.
- Exam results day is Thursday 22<sup>nd</sup> August.
- All half term holidays now line up to Leicestershire County Council next year.
- Sue Billington reported that the college did not receive the Arts grant. It was awarded to Derby. She reported that the college were hoping to apply for another funding stream.
- Jane Brown reported that the college had recruited a designer to create a new website and this will be launched in January 2020.
- The governors thanked all staff for their hard work and wished them all a relaxing summer break.

Meeting closed: 7.30 pm

Next meeting: Thursday 3<sup>rd</sup> October 2019 – 5.00 pm

ITEM	ACTION	OWNER	DEADLINE
1	Governors to offer dates to sit on Student Disciplinary Panels	All	Ongoing
2	Governors to explore sponsorship opportunities with their contacts	All	Ongoing
3	Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/ Jane Brown	October
4	Jane Brown to complete a high level spend plan for the college.	Jane Brown	October
5	Chris Gowans to work on ensuring a safe environment for external users and to run a report as to what systems are already in place	Jane Brown	Ongoing
6	Sue Thistlethwaite to look at, and report back on: <ul style="list-style-type: none"><li>• impact of student disciplinary panels with a success rate.</li><li>• looked after children</li><li>• students who do not access the full curriculum</li><li>• spending of pupil premium and the students' exclusion/attendance rates.</li></ul>	Sue Thistlethwaite	November
7	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	October
8	DOLs to be invited to governor meetings.	Jane Brown	Ongoing
9	An overview of parental engagement to be presented to governors in the new year for 2018/19	Jane Brown/Fiona Rogers	October
10	The Governors requested a Business Case for the future of Post 16 provision at New College Leicester	Jane Brown/Chirag Patel	Ongoing
11	Jane Brown to send Tony Barradell the timetable for the high level spend plan in the next week	Jane Brown	Ongoing
12	Governors to write to Jez Burman thanking him for his contribution to teaching.	Sue Billington	New