

# **Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 2<sup>nd</sup> May 2019 at 5.00 pm.**

## **Present**

Tony Barradell – Governor  
Sue Billington - Governor  
Jane Brown – Principal  
Ian Chakravorty – Governor  
Owen Jones - Governor  
Trevor Low – Governor  
Deborah Rose – Governor  
Sue Thistlethwaite – Governor  
Paul Wilson – Governor

## **In Attendance**

Lynn Dawson – Clerk to Governors

## **Guest:**

Chris Bradshaw – Potential Governor

## **1. Health and Wellbeing Strategy**

Edel Concannon – Community Partnership Manager, was welcomed by Governors and she presented the Health and Wellbeing Strategy. She explained that the college has been working on healthy eating strategies, a resilience project to which the college were invited to take part by the National Children's Bureau in London, mental health and physical health in collaboration with Public Health England and healthy relationships with the college also collaborating with the Domestic Violence Charities. The published Health and Wellbeing Strategy was sent to over 100 organisations before Easter.

Edel Concannon also reported that the college are working with an online counselling service called Kooth which offers free, safe and anonymous online support for young people. Five school nurses have also met with 72 students who had been referred.

Edel Concannon explained that there will soon be one referral pathway in Leicester whereas when a school refers a student they then decide the best route for that child to be referred to which should make the system much more efficient.

A discussion took place around impact and Edel explained that she was in the process of talking to Heads of Year regarding monitoring impact.

The governors thanked Edel Concannon and she left the meeting.

Chris Bradshaw was then introduced. Chris is a Professor at De Montfort University and is interested in leading on Finance for the governing body.

## **2. Student Progress Against Targets**

Cerin Wilson reported on the Year 11 progress with a cohort of 168 with 23% of students with no KS2 data. She reported that Progress 8 was tracking at -0.765 with Attainment 8 tracking at 36.77. She noted there will be some additional students to add into these figures once they have completed their EAL exams.

Cerin Wilson reported that Basics 4+ is the same as at this point last year. Maths is very slightly better at 42.9% compared to 42.4%. English is lower at 49.4% compared to 55.2% at the same point. Students have been identified for intervention to move them to the next grade. Cerin also noted that lower ability are making better progress and boys have made more

progress than girls. EAL students have made good progress at 0.208. Changes to exam entries in Science means that there are fewer students now being examined in Triple Science.

There was a discussion around intervention and Cerin explained that staff undertaking intervention are not form tutors and therefore have one hour less directed time on their timetables. She also noted that teachers are talking to students much more about their progress and data and there is cross teaching happening across the year groups.

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

### **3. Apologies**

Dipak Patel – Governor  
Ellen Rudge-Tezcan – Governor

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

The Minutes of the meeting held on 7<sup>th</sup> March 2019, having been previously circulated, were taken as read, noted and signed as a true record.

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

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

**Item 2** – Governors to explore sponsorship opportunities – Jane Brown reported that a volunteer who had been working with the students had donated £5,000 to the college. Governors agreed to write a letter to the volunteer to thank her - ongoing.

#### **ACTION - SBI to write letter to volunteer for her donation**

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

**Item 4** – Jane Brown to complete a high level spend plan for the college – ongoing. Sue Billington reported that the council were now starting building work on the college.

**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 – June.

**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 – June.

**Item 8** – Exclusions: Overall comparison of group figures to the other City Schools – ongoing – JBR tabled the exclusion figures from 2017/2018 and 2018/2019. Item closed.

**Item 9** – Directors of Learning to be invited to governors meetings – ongoing.

**Item 10** – A plan for parental engagement to be presented to governors in the New Year for 2018/19 – June.

**Item 11** – To present a business case for the future of Post 16 provision at New College Leicester – ongoing.

**Item 12** – Cerin Wilson to provide a ‘deep dive’ further analysis to present to GB on High Ability P8 – Sue Billington reported that she had met with Cerin Wilson and has come up with a high ability integrated plan. There are a number of high ability students with high absence.

**Item 13** – Jane Brown to send Tony Barradell the timetable for the high level spend plan in the next week - ongoing.

## **6. 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. The register of business interests were handed out to governors for them to update and sign.

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

### Exclusions

Jane Brown reported on the exclusion figures and noted there had been 8 fixed term exclusions in Half Term 4. She noted that absconding from detention had now lapsed as youngsters are now less happy to be excluded.

### Attendance

Jane Brown reported on the whole school attendance which was tracking at 95.1% which is above the national figure of 94.8%. The pupil premium attendance was tracking at 93.9% and SEN attendance tracking at 92.3%. Jane Brown explained that the college were being much more targeted in interventions.

### Termly Safeguarding Report

Jane Brown presented the Termly Safeguarding Report. She noted that all safeguarding policies were in place and that the college had recruited 8 staff in the Spring Term 2019. The college has also worked with 19 volunteers during the course of the Spring Term.

Jane Brown reported that 92 potential child protection cases had been referred to the Designated Safeguarding Lead and Members of staff and of these 25 cases were referred to the children’s Duty and Assessment team. Support for the other 67 cases has come from the pastoral staff at New College, the College Nurse, Safeguarding PCSO-Gill Edwards or other external agencies. There are currently 7 open child protection cases in total, either on a Child Protection Plan or a Children in need plan. There are 2 students in care homes and these were discussed. Jane Brown also reported that there had been 4 phone calls from Operation Encompass received. It was noted that safeguarding staff were still heavily involved in Child Protection meetings and Jane Brown reported that the LA had commended the college for their input and time spent in these meetings. Jane Brown reported that staff were still receiving ongoing safeguarding training.

The governors thanked Jane Brown for her report.

## **8. Quality of Teaching**

There was no report on Quality of Teaching.

## **9. Governor Feedback**

### BSF/Buildings

Sue Billington reported that she had a follow up meeting arranged with the council on 23<sup>rd</sup> May. Sue explained that she had met with Chris Gowans, Estate Manager as the Health and Safety lead and noted that all statutory compliance was fully evidenced. There were no major issues raised and it was agreed that Sue would write a termly Health and Safety report for governors.

## **10. Report from Trust Board**

There was no report from the Trust Board.

## **11. College Finance**

Tony Barradell presented the college financial statement and summary. He reported that the college were still holding money back for building works and that there was a high sum of money needed for the ICT infrastructure. Jane Brown explained that the college had a new ICT Network Manager who was putting together a forward cost plan.

Tony Barradell explained that the college were looking to spend more money next year. There was a discussion around finance and the 2019/20 budget was agreed.

Wayne Allsopp, Business Development Manager entered the meeting.

### Financial Report for Community Cost Centres

Wayne Allsopp presented the financial report for the community cost centres. He presented the income and expenditure for each area and explained that life-cycling costs were built in to the figures. He reported there had been a growth in all areas on income alone and catering and hospitality had met their target of £500,000. He explained that fees and charges would be increased for all sub areas. Tony Barradell noted that the Cost Centres may be drawing in income but this did not equate to net income for the college once costs had been accounted for.

Wayne Allsopp noted that Westgate had left the learning centre and that this area would now be looked at to let elsewhere. He did note that the figures were based on 100% occupancy and that the college is the most used secondary school in England according to Sports England statistics.

Wayne Allsopp explained that the tennis courts were now being worked on.

The governors thanked Wayne Allsopp for his report and noted the fabulous job that had been done on community services.

## **12. Staffing Matters Update**

Jane Brown reported that the Head of Drama, Second in Science and a Teacher of Science had now left. A teacher of English had joined the college in April and a Head of Art was starting in June. Jane Brown noted there was an Assistant Principal leaving in summer and they would not be replaced. The college was also advertising for a teacher of Computer Science and a teacher of Drama.

### **13. Policy Approval**

The following policies that had previously been circulated were agreed:

- Acceptable Use Policy
- Allegations Against Staff Policy
- Anti-Bullying Policy
- Charging and Remissions Policy
- Collective Worship Policy
- Confidentiality Policy
- Data Backup Policy
- Freedom of Information Policy
- Grievance Policy

### **14. Any Other Business**

- Parent Voice – A discussion re percentage of bullying took place and it was noted that student feedback had been useful in looking at this.

**Meeting closed: 7.32 pm**

**Next meeting: Thursday 20<sup>th</sup> June 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	June
4	Jane Brown to complete a high level spend plan for the college.	Jane Brown	Ongoing
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	June
7	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	June
8	Exclusions: The governors requested an overall comparison of group figures to the other City schools.	Jane Brown	Closed
9	DOLs to be invited to governor meetings.	Jane Brown	Ongoing
10	A plan for parental engagement to be presented to governors in the New Year for 2018/19	Jane Brown/Fiona Rogers	October
11	The Governors requested a Business Case for the future of Post 16 provision at New College Leicester	Jane Brown/Chirag Patel	Ongoing
12	Cerin Wilson to provide a 'deep dive' further analysis to present to GB on High Ability P8.	Cerin Wilson	Closed
13	Jane Brown to send Tony Barradell the timetable for the high level spend plan in the next week	Jane Brown	Ongoing
14	Sue Billington to write a letter of thanks to the volunteer for their donation	Sue Billington	Ongoing