

Minutes of a Meeting of New College Leicester Governing Body held at the College on Wednesday 1st July 2015 at 5.00 pm.

Present

Tony Barradell - Governor
Sue Billington - Governor
Jane Brown – Principal
Ian Chakravorty – Governor
David Guilford – Governor
Trevor Low – Governor
Ellen Rudge-Tezcan – Governor
Sue Thistlethwaite - Governor
Jenny Wilson – Governor

In Attendance

Rose Angus – Associate Principal
Lynn Dawson – Clerk to Governors
Allan Dunsmore – Partnership Development Manager
Wayne Allsopp – Business Development Manager
Edel Concannon – Learning/Behaviour Mentor

1. Apologies for Absence

Dipak Patel – Governor
Deborah Rose - Governor
Paul Wilson – Governor

2. Minutes of the last meeting

The Minutes of the meeting held on 20th May 2015, having been previously circulated, were taken as read, noted and signed as a true record after the above amendment.

3. Matters Arising from the Minutes

Item 1 – Next meeting of Student Disciplinary Panel – ongoing. It was noted there had been very few disciplinary panels this year and no problems with the availability of panel members.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – There had been an extraordinary meeting held with very short notice therefore no governor was available to attend.

Item 4 – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – STH to present in agenda item 5.

Item 5 – Jane Brown to complete a high level spend plan for the college - Ongoing

Item 6 – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – termly.

Item 7 – Deborah Rose to follow up on problems with Astroturf – SBI to speak to DRO – ongoing

Item 8 – Governors to ensure keeping children safe protocol is being adhered to – Jane Brown to chase up unsigned copies of the document.

Item 9 – Trevor Low to update governors on problems with the air extraction ventilation in the hall – This is being dealt with as a BSF defect.

Item 10 – Outstanding issues with the LA regarding North Block sign-off – ongoing

4. Declaration of interest

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. David Guilford declared that he was a governor for Westgate School. Sue Thistlethwaite declared that she was an education consultant.

5. Walkthrough

Sue Thistlethwaite fed back to governors on her college walkthrough on Wednesday 1st July. She explained that her walkthrough had taken place in Period 5 and the year groups had started their new timetables. She noted that the temperature in the South building was awful and airless. She noted that very few students had been out of lessons and if they had they were for legitimate reasons. There were no students on corridors and all lessons were calm and focused especially considering the conditions. She noted that there had been one or two shirts untucked and a couple of ties missing (resolved) but students displayed excellent behaviour and it had been a very impressive walk round.

The governors noted their congratulations to all staff.

6. Community Development

Allan Dunsmore tabled the Community Development Report for 2014-15 and updated governors on the work that has been happening.

He explained that there had been over 140 volunteers last year who had mentored over 150 students.

Allan Dunsmore explained that there was a training programme written for every new project with guidelines and all mentors from DeMontfort University were given briefings on expectations. He explained that a new referral form had been written which Heads of Year will complete to refer students to the mentoring programme. He noted that the paired reading project had been a huge success and has had a massive impact on the students reading ages.

Allan Dunsmore explained that Edel Concannon would be offering mindfulness training for all staff next year. There would also be a new allotment project and Princes Trust will be confirming their work with New College Leicester. He noted that the feedback they had received from students was 100% positive. He also noted that no other school has this large a project happening. He stated that the team are also training mentors for the Primary feeder schools.

The governors thanked Allan Dunsmore and Edel Concannon for their report and they left the meeting.

Jane Brown noted that there was a film company coming into the College on Monday and Tuesday to cover film teaching and learning, sports etc. A 3 minute DVD would then be produced promoting the College.

7. Football Facility

Wayne Allsopp spoke about the AstroTurf problems and noted that the facility had been open for 5-6 years and the carpet on the AstroTurf needs replacing in the near future. Wayne Allsopp explained that he had contacted the Director of Cultural Services and had received a response from the Leicester City Council which did not clarify the current situation.

The governors felt that the LA were displaying a lack of commercial awareness from their feedback as they have a legal responsibility to replace the carpet. The governors asked Wayne Allsopp to return to the LA on this question and he agreed to go back and ask for further details on behalf of the governors so governors can be assured that the asset will be protected.

ACTION

Sue Billington to pass the item to Deborah Rose to speak to action.

8. BSF

Wayne Allsopp explained that the BSF project was now entering a critical stage. The contractors were working through the defects/snagging list and the college were promised that most of this would be completed during the Summer Holidays. There would be a LA Meeting held by the end of July regarding the defects.

Wayne Allsopp explained there were health and safety concerns regarding the plant room therefore the boiler house will be replaced by the LA. He explained that the heating should then be more efficient.

Sue Thistlethwaite left the meeting.

Wayne Allsopp explained that the North Block had still not been signed off as communication with contractors were poor, despite everyone's best efforts.

9. Student Behaviour, Attendance and Safeguarding

Ellen Rudge-Tezcan reported that attendance was standing at 94% which was equal to last year. She explained that there had been minor fluctuations and that there was a reduction in the number of persistent absentees from last year.

Ellen Rudge-Tezcan reported that there had been two fixed term exclusions both for fighting (1 male and 1 female) but noted that there had been a significant drop on FTEs.

Ellen Rudge-Tezcan stated that there were new attendance procedures starting in September which have arisen from the recent attendance audit.

Jane Brown explained that it had been agreed with the LA, for one year only, due to pressure on student places that the Year 7 intake for September would be 200 students which is 20 over the 180 limit. There was a query on the number of staff required and Jane Brown replied that the only shortage of staff is in MFL and the impact that the 20 students will have on the quality of learning will be monitored diligently.

Jane Brown reported to governors that there had been an influx of new arrivals into the city and the LA are potentially talking about building two new secondary schools but New College Leicester will still be asked to take on more students next year.

The governors asked Jane Brown to be mindful that any drop in performances of Year 7 needs to be brought to governors immediately.

Jane Brown explained there is a problem with DT as workshops are currently only allowed 20 student to one qualified teacher but this will be needed to extend to 25 with the extra number of Year 7s entering the College.

ACTION

JBR to notify the LA.

The governors reported that they recognised the efforts and hard work of the College staff but noted attendance had not increased and the College were lagging behind other City schools. The governors asked that from September they would like to see a report of changes in attendance being introduced.

Tony Barradell entered the meeting.

Jane Brown reported that teachers were now being made accountable for countering extremism. A policy has been written and given to Sue Thistlethwaite and Jane Brown is to be the single point of contact for all staff. The policy is to be agreed in September.

Tony Barradell asked if there was to be a training event for governors and Jane Brown replied that a training programme would be looked at for governors in the governors meetings.

10. Student Progress Against Targets

Rose Angus explained that there was no new tracking data at this time but holistically the exam period had been the smoothest run for Year 11. Results day was 20th August.

11. Feedback from governors

College Tour – Deborah Rose
Delayed until next meeting.

Trust Board

Next meeting is Thursday 10th September 2015.

12. College Finance

Tony Barradell reported that finance was on track at this point 2 months into the new financial year. He explained that the teaching staff spend was low due to people leaving and new staff not yet joining and admin supplies were high as these had not been recharged to other budgets.

ACTION

Tony Barradell asked for information on the café plans at the next meeting.

13. Staffing Matters

Jane Brown reported that the College was fully staffed apart from one maths post which was a maternity leave.

14. Policy Approval

Jane Brown had received the amendments on the Acceptable Use Policy and this was approved.

The Drugs Education and Awareness Policy, SEN Policy and NQT Policy were approved.

The Medical Conditions Policy and CPD Policy were tabled for approval at the next meeting.

15. Any other business

Jane Brown invited governors to the College's Awards Evenings to be held on Monday 6th and Tuesday 7th July 2015 at 7.00 pm.

Facility Hire

Wayne Allsopp tabled the proposed pricing structure for the college's facilities out of college hours. He explained there had been a lot of background work including cold calling other schools and noted the prices were still competitive. Although there had been an increase Wayne Allsopp assured governors that clubs had already signed up to use the facilities for another year.

The governors explained that if Tony Barradell was happy with the prices they would agree to have them implemented in September.

Next meeting: Thursday 17th September 2015 – 5.00 pm

Meeting closed 6.52 pm

ITEM	ACTION	OWNER	DEADLINE
1	Governors to offer dates to sit on Student Disciplinary Panels	All	On-going
2	Governors to explore sponsorship opportunities with their contacts	All	On-going
3	Sue Billington to circulate the invite to the termly seminar to all governors.	Sue Billington	On-going
4	Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/Jane Brown	Termly
5	Jane Brown to complete a high level spend plan for the college	Jane Brown	On-going
6	Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate.	Sue Thistlethwaite	Termly
7	Deborah Rose to follow up on problems with AstroTurf	Deborah Rose	Ongoing
8	Governors to ensure keeping children safe protocol is being adhered to	Sue Billington	Ongoing
9	Trevor Low to update governors on problems with the air extraction ventilation in the hall	Trevor Low	Ongoing
10	DT workshop capacity restrictions. Jane Brown to notify the LA.	Jane Brown	New
11	Changes to attendance procedures to be reported to GB.	Eil Rudge-Tezcan	New
12	Year 7 progress to be monitored closely due to additional pupils on roll	Rose Angus	New