

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 4th May 2017 at 5.00 pm.

Present

Tony Barradell – Governor
Sue Billington - Governor
Jane Brown – Principal
Trevor Low – Governor
Deborah Rose – Governor
Paul Wilson – Governor

Apologies

Ian Chakravorty – Governor
Dipak Patel – Governor
Ellen Rudge-Tezcan – Governor
Sue Thistlethwaite - Governor

In Attendance

Rose Angus – Associate Principal
Lynn Dawson – Clerk to Governors

2. Minutes of the last meeting

The Minutes of the meeting held on 9th March 2017, having been previously circulated, were taken as read, noted and signed as a true record.

3. Matters Arising from the Minutes

Item 1 – Next meeting of Student Disciplinary Panel – ongoing.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – Sue Billington informed governors there was a seminar today - ongoing

Item 4 – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning. Scheduled for next term.

Item 5 – Ellen Rudge-Tezcan to present Safeguarding Report – On agenda.

Item 6 – Jane Brown to complete a high level spend plan for the college – ongoing

Item 7 – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate. Scheduled for next term.

Item 8 – Governors to ensure keeping children safe protocol is being adhered to – ongoing.

Item 9 – Sue Thistlethwaite to report on looked after children. Scheduled for next term.

Item 10 – 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 – on agenda for next meeting.

Item 11 - High Level Teaching Action Plan to be presented to governors – ongoing.

Item 12 – Jane Brown to let governors have an overall comparison of group figures to the other City schools – 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. Tony Barradell declared that he was a Director for Clear Vision Learning Limited.

5. Governor Feedback

Paul Wilson – Teaching and Learning Review and Walkthrough

Paul Wilson visited the college on 24th March and fed back to the governors that it had been a very productive and positive morning. The one thing that had stood out was the consistency across the college in procedures and processes. Paul had visited lessons across the spectrum and teachers were clearly setting expectations and their LOT folders showed planning clearly linked to data. He had seen differentiation in lessons and all students had known what they were working on. There had also been no poor behaviour.

Paul Wilson noted that the challenge cards was good practice and could be shared amongst teaching staff and the weakest lesson he had observed had been more generic. He noted that Senior Managers had excellent knowledge of what would be happening in each classroom with each member of staff.

Rose Angus explained that the college had 5 staff on support plans as they were not yet consistently good teachers. She stated that these teachers were receiving coaching on their areas for improvement and review meetings were in 6 week blocks. There are 12 staff who need to convert from requires improvement to good.

Rose Angus stated that she is currently auditing the curriculum planning within Heads of Department.

Jane Brown explained that the quality of recruits this year had been variable and the NQTs recruited for next year seemed to be stronger. She stated that the college were now in the process of recruiting Directors of Learning to focus on driving Teaching and Learning forward.

6. Student Behaviour, Attendance and Safeguarding

Safeguarding

Jane Brown presented the termly safeguarding report from Eil Rudge-Tezcan. She explained there had been additional training for students and staff. 28 Child protection cases had been referred to the Designated Safeguard Lead with 15 cases being referred to the children's Duty and Assessment Team. There are currently 28 open child protection cases in total.

Jane Brown explained there is a new safeguarding notice board in Reception for visitors and she had started work on the annual safeguarding audit. She explained that Sue Thistlethwaite would be coming into the college in June to look at the audit. The report will then go to the LA on the last day of the academic year and be reported back to governors in the September meeting.

Attendance

Jane Brown presented the current attendance figures to the governors. She explained that attendance was tracking at 93.2% but was improving rapidly. She noted that there were still problems with a number of students not engaging with the school and there is now an Admin Officer coming in early every day to make telephone calls to the students who have been absent. She explained that the Year 11 attendance had dropped due to some of the students feeling stressed about their exams but this was now picking up due to the support given to students. There has also been a number of sickness bugs circulating the college which has hit students and staff.

Jane Brown reported the persistent absentee figure was tracking at 12.6% which has reduced from last year.

Exclusions

Jane Brown reported that exclusions for Half Term 5 remain high and explained that the strategy had now changed for detention absconders. Instead of being given a 1 day fixed term exclusions, students were now being given 2 extended days.

Jane Brown reported on the group attendance and noted that EAL were doing well but SEN/FSM students needed improvement.

7. Student Progress against Targets

Rose Angus reported on overview of progress and stated that this was reporting on a cohort of 154 students whose prior attainment in KS2 had been significantly below national. She explained that there is better teaching in classrooms and SLT had charged the Middle Leaders with ensuring planning is much stronger so teachers are crystal clear about what needs to be taught.

Rose Angus explained that the progress 8 figure is currently tracking at -0.8. This is tracking is based on employing higher boundaries than most schools are using.

Rose Angus noted that the optional subjects have had a massive turnaround this year due to intervention by leadership and are now doing well. Music and Performing Arts are on track and areas that need intervention based on the data are History, Product Design and Computer Science.

8. Quality of Teaching

Covered in Agenda item 1.

9. Governor feedback on work with the College

BSF/buildings feedback

Sue Billington reported that a new Project Manager had been assigned to the college and also a new Head of Estates for the LA who she was meeting with, alongside Councillor Barton. She noted the work on the floor in the Theatre and Central Hall had been carried out but the tiered seating has not yet been repaired. The LA were paying for part of these repairs and the college were paying the balance. The early indications are that there is not enough funding for all the work that needs doing.

Jane Brown and Rose Angus thanked the governors for pushing on this project as action was now happening after 3 years of discussions.

Health and Safety Audit

Jane Brown reported that the Health and Safety audit had received a good grading which Chris Gowans has challenged. The college is now waiting for a regrade. Thanks were given to Chris Gowans and Wayne Allsopp for all their hard work on this audit.

10. Report from Trust Board

Vision

Sue Billington reported that following the last Trust Board meeting there is still no firm direction for going forward structurally therefore the ongoing vision will still be used.

Multi-Academy Trust

Sue Billington reported that Sir Jonathan North had held an extra-ordinary Governors meeting in March where they were voting for partnership with New College but no feedback has been given to New College despite several attempts to contact their Chair of Governors, therefore we must assume that it is not going ahead. The college are now looking at other alternatives.

11. College Finance

Tony Barradell presented the first budget report for 2017-18. He explained the key points of the budget to the governors noting that the carry forward figure was high but this was because £100,000 had not yet been spent on the cycle track and there was a timing issue of approximately £700,000 carrying over to be spent in 2017-18. Tony Barradell reported that the LA income was lower than last year and the spend for this year was higher than the income. Tony Barradell explained that the budget is based on educated guesses.

The budget for 2017-18 was agreed and adopted.

Jane Brown presented the report for 2016-17 Catch-up Premium. She explained that this was for students who had come in at below national average levels of attainment. She stated that there were 89 students eligible and the college had received £21,421 for these students. 74 had come in below on literacy levels, 54 below on numeracy levels and 37 for both. She explained that 74% of these students had caught up in numeracy and 83% had lifted to expected standards in literacy.

Jane Brown presented the revised report for 2016-17 Pupil Premium. She reminded governors that this was received for students that were registered for free school meals in the last 6 years, students in care or for students whose parents were in the armed forces. The funding received for these students were £935 per student. Jane Brown reminded governors what the objectives for spending the pupil premium were, the barriers to future attainment and the desired outcomes. The report showed how this money had been allocated. She reported that the report shows that the college is having an impact on these students and at the end of the year this work would be fully evaluated.

Jane Brown reported that at the next meeting she would present the same report for the SEN budget/spend plan.

Jane Brown presented the Schools Standards for Financial Administration Policy and the SFVS return and these were agreed by governors.

12. Staffing Matters Update

Jane Brown reported that there were eight teachers leaving at the end of the academic year. The college had recruited 12 NQTs and 3 qualified teachers. There were also 2 Assistant Principals leaving and congratulations were given on their promotions.

13. Policy Approval

The following policies were agreed by governors after minor changes by Sue Billington:

- Confidentiality Policy and Procedures
- Freedom of Information Policy
- Charging and Remissions Policy
- Work-Life Balance Policy
- Allegations against Staff Policy
- Anti-Bullying Policy
- Data Back-up Policy
- Collective Worship Policy
- Pupil Premium Policy
- Acceptable Use Policy
- Admissions Policy
- Attendance Policy
- Careers Education, Information, Advice and Guidance (CEIAG) policy
- Child Protection and Safeguarding Policy
- Lettings Policy and Procedure
- Special Educational Needs Policy
- Policy for the Induction of Newly Qualified Teachers (NQTs)
- Relationships and Sex Education Policy and Procedures

14. Any other business

- Jane Brown reported on the feedback from the Inclusion Quality Mark Assessment which had stated that “New College Leicester is an improving and highly inclusive school where relationships are warm and friendly and the strong values of respect, responsibility, resourcefulness and resilience permeate. The hardworking and dedicated staff, together with the loyal support of students, parents and carers, provide an exceptionally stable and robust foundation upon which further improvements will undoubtedly be made.” She explained that the IQM were putting the college forward as a Centre of Excellence. The governors sent their congratulations to all staff involved.
- Lynn Dawson handed out the Register of Business Interests to be updated.

Meeting closed:

7.15 pm

Next meeting:

Thursday 22nd June 2017 – 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 Billington to circulate the invite to the termly seminar to all governors.	Sue Billington	Ongoing
4	Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/Jane Brown	Termly
5	Ellen Rudge-Tezcan to present Safeguarding Report.	Ellen Rudge-Tezcan	Termly
6	Jane Brown to complete a high level spend plan for the college.	Jane Brown	Ongoing

7	Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate.	Sue Thistlethwaite	Termly
8	Governors to ensure keeping children safe protocol is being adhered to	Sue Billington	Ongoing
9	Sue Thistlethwaite to report on looked after children.	Sue Thistlethwaite	Termly
10	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Next meeting
11	High Level Teaching Action Plan to be presented to governors.	Rose Angus	Ongoing
12	Exclusions: The governors requested an overall comparison of group figures to the other City schools.	Jane Brown	Ongoing
13	Teaching typicality to be presented to governors	Rose Angus	Termly