

# Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 8<sup>th</sup> November 2018 at 5.00 pm.

## Present

Tony Barradell – Governor  
Sue Billington - Governor  
Jane Brown – Principal  
Ian Chakravorty – Governor  
Trevor Low – Governor  
Deborah Rose – Governor  
Ellen Rudge-Tezcan – Governor  
Sue Thistlethwaite – Governor  
Paul Wilson – Governor

## In Attendance

Rose Angus – Associate Principal  
Lynn Dawson – Clerk to Governors

### 1. Apologies

Dipak Patel – Governor

### 2. Minutes of the last meeting

The Minutes of the meeting held on 13<sup>th</sup> September 2018, having been previously circulated, were taken as read, noted and signed as a true record.

### 3. 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 – On agenda for January meeting.

**Item 4** – Ellen Rudge-Tezcan to present Safeguarding Report – closed.

**Item 5** – Jane Brown to complete a high level spend plan for the college – ongoing.

**Item 6** – 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 7** - 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 – ongoing.

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

**Item 9** – 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 – CP training to take place at next meeting.

**Item 10** – Exclusions: Overall comparison of group figures to the other City Schools – ongoing.

**Item 11** – Directors of Learning to be invited to governors meetings – To be arranged.

**Item 12** – GDPR update on agenda – On agenda for January.

**Item 13** – Sue Thistlethwaite to write a brief anonymized report for governors regarding the Ofsted Complaint – Closed. Sue Thistlethwaite gave a brief feedback of the overall findings of the complaint. The complaint had been with regard to parental requests for support not actioned and the student having been in reception unsupervised. There had been an element of misinterpretation on the parent’s behalf to the college’s responses of support. An ECHP was actioned but refused by the Local Authority and they had required lots of external agency support which the college had actioned. The complaint regarding the student being left in reception unsupervised was not justified. HMI had investigated the complaint and closed the case.

Ian Chakravorty/Ellen Rudge-Tezcan and Trevor Low entered the meeting.

**Item 14** – A plan for parental engagement to be presented to governors in the New Year for 2018/19 – ongoing.

**Item 15** – To present a business case for the future of Post 16 provision at New College Leicester – Jane Brown explained that staffing had changed in Post 16 and the governors requested to see the viability of running Post 16 courses at NCL in the future – March 2019

**Item 16** – Closed

#### **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. 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.

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

##### Attendance

Ellen Rudge-Tezcan reported on the whole school attendance which was tracking at 95.7% which is above the national figure of 94.8%. The pupil premium attendance has risen to 94.8% which is in line with the national figure and SEN attendance is tracking at 91.9%. Attendance priorities are still being focused on Pupil Premium and SEN. Earlier intervention is now happening when attendance starts to decline. 11 holiday penalty notices have been issued, 7 penalty notices have been issued and 129 School Attendance Panel meetings have taken place. The governors congratulated the college on exceeding the national figure.

Cerin Wilson, Assistant Principal entered the meeting.

Jane Brown reported that the new Year 11 Pastoral Officer had been working really well with the Year 10 Pastoral Officer in making home visits etc. to get the students into school and all efforts on attendance were observed by governors.

##### Exclusions

Ellen Rudge-Tezcan reported on the exclusions for Half Term 1 which consisted of 4 fixed term exclusions with 1 female student receiving 2 separate exclusions due to her being

deliberately defiant resulting in lots of interventions and external agencies becoming involved, 1 student is to be placed on a managed move and the other student is being monitored.

Deborah Rose entered the meeting.

## **6. Student Progress Against Targets**

Rose Angus introduced Cerin Wilson, Assistant Principal who would be presenting the data.

Cerin Wilson reported on the current Year 11 Autumn 1 data with a cohort of 177 students in total with only 127 students (72%) having KS2 data. The progress 8 figure (127 students) was tracking at -0.97 (boys -1.006 and girls -0.856), (non pupil premium -0.735 and pupil premium -1.073) with attainment 8 (177 students) tracking at 34.3 (boys 30.99 and girls 37.05), (non pupil premium 35.32 and pupil premium 32.93). 20.9% of students had been entered for the English Baccalaureate with 7.3% achieving Level 4+.

Cerin Wilson noted the biggest change had been in English as how the department enter their data has changed. The method of testing data had also changed therefore numbers were not concerning and not comparable to last year. Geography and Art were also showing as lower as they had been entered a grade too high last year. Computer studies now has good stable teaching and a lot of work has been carried out in Geography therefore the department are very clear in their curriculum plan. There is also a new qualification in Performing Arts. Cerin Wilson noted that mock exams were being held in the next couple of weeks therefore the college would have a clearer picture of data at the end of this term.

Cerin Wilson noted that with the 20 different ethnic groups that the college has, White British were performing lowest.

The governors thanked Cerin Wilson for her presentation and she left the meeting.

Governors then presented Rose Angus with a bouquet of flowers and thanked her for all her hard work over the past 13 years and congratulated her as she moves on to become the Principal of Sir Jonathan North in the City.

## **7. Quality of Teaching**

Postponed until next meeting.

## **8. Governor Feedback**

Sue Billington gave feedback on BSF. She had received an update from the Local Authority on 30<sup>th</sup> October and they had reported that the tenders had now been put out again with an amended process and a returns date of 7<sup>th</sup> December. Several contractors have asked for an extension. Jane Brown noted that a number of contractors had been on site to look at the college.

## **9. Report from Trust Board**

The Trustees Meeting was held on 4<sup>th</sup> October. Sue Billington reported that Paul Wilson, Ian Chakravorty, Dipak Patel, Ellen Rudge-Tezcan, Sue Billington and Sue Thistlethwaite had all been voted unanimously for their next term as foundation governors. There had also been an update on the tennis courts.

## **10. College Finance**

### Budget

Tony Barradell presented the finance summary report for 2018-19 and the revised budget was tabled with main amendments. The amendments had resulted in the budget being down by £69,000 with the biggest cost showing for the Tennis Courts. The budget is showing as

running at a negative of -£450,000 therefore the carry forward money of £600,000 is being utilised.

## SEND

Jane Brown presented a report to Governors from the Director of Learning on SEND spend for students in 2017/18. Jane Brown noted that if students are on the SEN register or are awaiting/have an Educational Health Care Plan they are automatically classed as SEND students. She reported that SEN reviews are completed throughout the year and total SEND for the whole school is 146 students (17.9% of the school population) with 1 student having an EHCP. The report was discussed and governors asked for a half termly analysis forecast and for the report to include different groups of students especially high ability SEND students.

Jane Brown then presented the SEND spend key interventions for 2017/18. She noted that the allocated budget had been £337,525 and the college had spent £461,240. This was partly due to the college employing a temporary Educational Psychologist who will be training staff whilst she is on site. The 2018/19 key interventions were presented with the allocated budget for this year being £399,213 and already an overspend of £491,330 being shown. Jane Brown reported that the college would be applying for element 3 funding for some individuals.

## Pupil Premium

Jane Brown presented the Pupil Premium report which included the Pupil Premium External Review Report which took place in 25<sup>th</sup> June 2018 and this explained that free school meals and pupil premium are now only allocated to students with a family income under £7,400 per year. The college receive funding for Pupil Premium students and a report has to be compiled as to where this spending is allocated and the college has to identify the barriers that the PP students are facing which allows them to target the funding to try to reduce these barriers. Students who are entitled to PP are based on the January Census therefore any students that become eligible after January or students who join the school after the census will not attract funding in that academic year.

Jane Brown then tabled the Pupil Premium Key Interventions for 2017/18. The PP allocation had been £459,085 and the detailed report had shown that the college had spent £459,085. Jane Brown noted that a self-evaluation template has been carried out for 2018/19 with a PP budget of £437,580 and showing that the college will be overspending at £648,516.

## **11. Staffing Matters Update**

Jane Brown reported that there had been resignations from Rose Angus, Associate Principal, 1 Maths Teacher, the ICT Network Manager and the Head of Post 16/Hair. The Head of Post 16 post had been replaced internally and the Head of Hair had been replaced externally. An advert has been published for the ICT Network Manager and the college had also employed a Head of MFL. An advert was also still running for Senior Science Technician. Jane Brown reported that she had taken the decision not to replace the Associate Principal at this time.

## **12. Policy Approval**

The following policies were agreed by governors:

- Education of Looked After Children
- Special Educational Needs Policy and Information Report
- Promoting Positive Mental Health
- Trans\* and Gender Questioning Policy

The Trans\* and Gender Questioning Policy and Promoting Positive Mental Health policies are new and these policies have been put in place to keep students safe.

## **13. Any Other Business**

- The updated Keeping Children Safe Policy was circulated to be signed by governors.

- Jane Brown tabled the new branding that the college would be bringing in next year.
- Sue Billington reported there had been a new parent governor application from a Mr Owen Jones and Sue and Jane Brown would be meeting with him in December and inviting him to the January meeting.

**Meeting closed: 7.24 pm**

**Next meeting: Thursday 17<sup>th</sup> January 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	December
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	Termly
7	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Ongoing
8	Exclusions: The governors requested an overall comparison of group figures to the other City schools.	Jane Brown	Ongoing
9	DOLs to be invited to governor meetings.	Jane Brown	Reschedule
10	GDPR update on next agenda	Jane Brown	Ongoing
11	A plan for parental engagement to be presented to governors in the New Year for 2018/19	Jane Brown/Fiona Rogers	January 2019
12	The Governors requested a Business Case for the future of Post 16 provision at New College Leicester	Jane Brown/Chirag Patel	New
13	Cerin Wilson to provide a 'deep dive' further analysis to present to GB on High Ability P8.	Cerin Wilson	New