

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 9th March 2017 at 5.00 pm.

Present

Tony Barradell – Governor (arrived 5.40 pm)
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 26th January 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 is an upcoming Governors conference 23rd March to look at the updated governance handbook. If any governors would like to attend please let Lynn Dawson know as soon as possible.

Item 4 – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning. On agenda.

Item 5 – Ellen Rudge-Tezcan to present Safeguarding Report – ongoing

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. On agenda.

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

Item 9 – Sue Thistlethwaite to report on looked after children. On agenda.

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 – ongoing.

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 – next meeting.

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.

5. Student Behaviour, Attendance and Safeguarding

Attendance

Jane Brown presented the current attendance figures to the governors. She explained that attendance was currently tracking at 93.1%. She noted that there were still problems with a number of students not engaging with the school, the number of persistent absentees and using the strategy of exclusions for absconding from homework detention. Based on this short-term strategy the punctuality and homework indicators had improved dramatically. She explained that Heads of Years would be working on students that they have tried to re-engage and these would be classified as outliers. The HOYs would also be relaunching the high profile strategy on attendance as last year and figures with the outliers excluded would be presented. A case study would then be produced to justify the college's attendance figures. There could be approximately 20 students classed as outliers.

Jane Brown reported the persistent absentee figure was tracking at 17% = 163 students which has reduced from last year.

Jane Brown reported that exclusions for Half Term 3 are still high at 33 but this has reduced from last year and was because of the short-term strategy being used. She noted that the completion rate of homework had improved dramatically.

Jane Brown reported on the group attendance and noted she had now taken control of the attendance strategy.

Safeguarding

Jane Brown presented the termly safeguarding report from Sue Thistlethwaite. Sue had attended the monthly safeguarding meeting and had noted that tracking paperwork was concise. There were 24 open cases with 4 to be closed and monitored and 4 new cases discussed. The conclusion of the report was that the safeguarding team continues to be thorough, conscientious and persistent in its work, ensuring the safety of students at the college.

Jane Brown reported that the number of Student Attendance Panels carried out has increased this year.

6. Student Progress against Targets

Rose Angus reported to governors that the validated RAISE online report had now been produced. She noted that this would be the report that Ofsted Inspectors would use when carrying out an inspection. She noted that the college needs to do more for the more able students as they are not making enough progress.

Rose Angus then presented the overview of progress. She noted that the low attainers are higher than national tracking at a target of -0.2, there had been a slippage in Maths and English due to the changes to the curriculum and no grade boundaries have yet been set.

Maths also now have 3 exam papers instead of 2. Rose Angus explained the college could only use last year's model which changes every year. A question level analysis would be carried out over time by completing papers.

There was a discussion regarding QLA and assessment objectives which Maths are already carrying out and is now being started in English.

Rose Angus noted that future predictions based on national progress for average were as follows:

Yr11	20%
Yr10	25%
Yr9	30%
Yr8	27%

which would put us at 0 at progress 8.

Rose Angus noted we had stronger year groups coming through. She also reported that Ebacc was 2% out but were making progress.

Rose Angus explained the following tracking by subject:

- Business Studies need to be above 0. Although the subject had been inadequate this year students have got through their module and value now needs to be added to coursework.
 - Health and Social Care has dropped but the issue will be resolved as the students can resit their exam.
 - Music has improved with a couple of students needing to resit their exam.
 - French has improved.
 - History is still a concern but has made progress.
 - A new DT teacher had been appointed and is starting in May.
- Post 16
- Art/Photography A level had been run to make up the hourage and there were 4 students taking the course.
 - Progress is being made with BTEC Health and Social Care and Business
 - Hairdressing is successful.
 - Early years students are all on track to pass.

Rose Angus explained the next round of teacher assessments would be carried out at the end of the year.

7. Quality of Teaching

Postponed until next meeting.

8. Governor feedback on work with the College

BSF/buildings feedback

Sue Billington reported that she had received written confirmation from the LA that £1.057 million had been secured for the upgrade/maintenance of the retained estate and the snagging commitment funding but action has not yet happened. She explained that Wayne Allsopp is chasing this up. Sue Billington explained there are issues with the flooring in the dining hall, central hall and the theatre and the tiered seating cannot be used which is causing a problem. The heating is also inconsistent. Sue Billington reported she will be meeting with Rachel Webster, Capital Project Lead. She explained the north landscape will also be looked at.

Jane Brown thanked Sue Billington for her time and effort spent on this project.

Termly Seminar feedback

Sue Billington reported she had attended the seminar and it had been much more engaging. She noted that EAL had been covered at the seminar and explained that 37.6% of students in Leicester City Schools are EAL and there are 164 different languages spoken in the City by students. New College is 2nd highest in the city of number of students with 61 different languages. Sue Billington noted that the governors would be looking at the EAL performance against other city schools.

Update from LA funding formula meeting 28th February

Tony Barradell reported that there has been a change in the LA funding formula and a new national formula basis will come in in the next financial year. The government will control where the money is distributed and as a result 78 schools in Leicester will end up with more money but 20 will lose out. New College will be one of the 20. Tony Barradell reported that in terms of current funding of de-delegation of money, schools give back money for assistance for costs, behaviour support etc. but they will no longer be able to do that and will have to buy this service. This will come in in 2019/20.

Tony Barradell explained that the categorisation of deprivation had now changed and the college's political boundaries had moved to include Western Park. He reported that in the first year New College will lose £131,000.

Governors Disciplinary Committee Impact

Jane Brown reported that from the four students that had received governing body panel hearings no youngsters had turned themselves around. New College had secured one student a better future by providing them with Alternative Provision.

Behaviour walk-throughs

Jane Brown reported to governors that Sue Thistlethwaite had carried out a behaviour walk-through and the outcome had been very positive. There had been no disruptive behaviour in lessons, students had been thoroughly involved in a practical science lesson where university students had been placed in labs to work with the students, students were well behaved at break times and movement in corridors was calm and purposeful.

Attainment of Looked After Children

Jane Brown presented Sue Thistlethwaite's report on LAC. She explained there are currently 8 looked after students on role and their attendance tracks at 92.88%. These student have expected or better progress in comparison to non-looked after children and in comparison to national average. These students also have average behaviour points and there are interventions in place for these students.

9. Report from Trust Board

There was no report from the Trust Board.

10. College Finance

Tony Barradell reported there was a normal progression of spend and there had been 2 changes to the budget relating to the cycle track. New figures had come into the college and Jane Brown would be working with the finance team on them tomorrow.

11. Staffing Matters Update

Jane Brown reported that there was one member of staff leaving at Easter and a number of staff currently on interviews. The college had been successful in recruitment apart from Maths and Computer Science and the college had over-recruited again.

12. Policy Approval

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

- Employee Absence Management Policy
- Hairdressing Health and Safety Policy
- Expressive Arts/Design Technology Health and Safety Policy
- Health and Safety Policy

The following policies were distributed for approval at the next meeting:

- Allegations Against Staff Policy
- Anti-Bullying Policy
- Charging and Remissions Policy
- Collective Worship Policy
- Confidentiality Policy
- Data Backup Policy
- Freedom of Information Policy
- Work-Life Balance Policy

Jane Brown also circulated the Pupil Premium Policy. She explained that the college attracts over £400,000 to accelerate progress of disadvantaged and free school meal youngsters. The DfE are now changing how the college have to report on pupil premium. The new report for how the college present to the DfE would be brought to the next meeting.

Jane Brown noted that the following sub Health and Safety policies had been given to Sue Billington as lead on Health and Safety to look at and authorise:

- Violence at Work Policy
- Traffic Policy
- Substances Hazardous to Health and Safety Policy
- No Smoking Policy
- New and Expectant Mothers Policy
- First Aid Policy
- Display Screen Equipment Policy
- Asbestos Containing Materials in Buildings Policy
- Risk Assessment Policy
- Working at Height and Use of Ladders Policy
- Portable Electrical Equipment Testing and Inspection Policy
- Fire Evacuation Policy
- Active Monitoring Policy
- Accident/Incident Investigation and Reporting Policy

13. Any other business

- Jane Brown presented the parental feedback from 2015-16. She reported that from the previous year 23% parents had responded but this year 46% have responded. She noted that the feedback was very good therefore this shows that the vast majority of parents are happy.
- Sue Billington noted that the next meeting's agenda would include Vision.
- Jane Brown reported that a careers audit would be taking place as the college would be hoping to revalidate the careers mark.

Meeting closed: 7.10 pm
Next meeting: Thursday 4th May 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	Ongoing
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