

## **Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 9<sup>th</sup> November 2017 at 5.00 pm.**

### **Present**

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

### **Apologies**

Dipak Patel – Governor  
Ellen Rudge-Tezcan – Governor  
Paul Wilson – Governor

### **In Attendance**

Rose Angus – Associate Principal  
Cerin Wilson – Assistant Principal  
Sheree Barnes – Assistant Principal  
Lynn Dawson – Clerk to Governors

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

The Minutes of the meeting held on 28<sup>th</sup> September 2017, 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** – Governors' termly seminar – Sue Billington informed governors the next seminar was February. SBI to check and send governors the agenda - ongoing

**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 – Schedule for January meeting.

**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 January meeting.

**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 January meeting.

**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.

**Item 11** - High Level Teaching Action Plan to be presented to governors – On agenda.

**Item 12** – Jane Brown to let governors have an overall comparison of group figures to the other City schools – Jane Brown reported the group figures had not been received yet although the college were equal on gender for exclusions and days lost - ongoing.

**Item 13** – Teaching typicality to be presented to governors – On agenda.

**Item 14** – Governors to write to the Principal EWO to pass on their thanks – ongoing.

**Item 15** – Sue Thistlethwaite to report back on students who do not access the full curriculum – overview on agenda.

**Item 16** – Specific actions noted from the major incident review to be discussed – On agenda.

**Item 17** – Directors of Learning to be invited to governors meetings – All Directors of Learning have been scheduled into meetings

#### **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. Student Progress against Targets**

##### Data

Cerin Wilson presented the governors with a data update. She explained the new curriculum scores and noted that students would be expected to enter the college with a score of 80-120 at the end of KS2. These would then receive a target grade at what each student should be working towards. Cerin Wilson explained that this system was currently happening with English and Maths and there were more subjects joining next year. She noted that EAL students would not have any KS2 results as they were not in the country previously. This was the case for around a third of the current Yr 11 students. When EAL students came into the college they are given a non-verbal reasoning test.

Cerin Wilson reported that the figures are always double checked and as the curriculum and grade boundaries were constantly changing, faculties are optimistic with their figures.

Progress in faculties were discussed and it was noted that good progress is being made in History and Geography but there is a concern in Computer Science. A new Director of Learning and Teacher of Computer Science have been appointed for this area starting in January.

EBacc was then discussed and it was reported that the government would like 75% of students studying these subjects. At the moment there are 84% Year 8 students studying the subjects but they will choose their options for Year 9 soon. At the moment there is only 9% of students studying EBacc subjects.

Jane Brown reported there are 51 different languages at the College and the governors requested an overview for each year group.

Cerin Wilson reported on the attainment and progress 8 figures. The projected figures for these are Attainment – 41.4% and Progress 8 -0.08. There are no benchmarks set therefore faculties are operating in a void. The emphasis has changed to looking at progress therefore to chase attainment progress needs to be closely tracked. The progress target was agreed by governors to be set at 0.

Cerin Wilson then presented Post 16 data. There are 6 students in the current Yr12 all working at a pass. In Yr13 there are 4 students working at Merit in Business Studies, 6 students working at Pass in Health and Social Care and 5 students working at Merit in IT. Post 16 will be focussed on next year and governors asked for a business case to be presented to them by April.

**ACTION:** Business plan for Post 16 to be presented to governors.

The governors thanked Cerin Wilson for her reports on data and Cerin left the meeting.

### Teaching and Learning

Sheree Barnes presented progress on teaching typicality. She reported that she had started by looking at standards where many had been met but were not consistent across the College.

The following were then undertaken:

- Looking at walkthroughs, lesson observations, progress and tracking
- LOT (Learning Over Time) folders introduced
- Focusing on assess, plan and teach
- CPD sessions (now directed to tie in with staff needs)
- Teaching and Learning Briefings
- Coaching
- Mentoring
- Policies revised by a working party
- SLT training on observing lessons
- Checking work midway through a lesson which increases student productivity
- Pairing up staff from different faculties

Staff were now being monitored through EADN (exceeding, achieving, developing, not meeting) instead of numbers therefore not being judged solely on walkthroughs.

A discussion took place around Teaching and Learning and Governors thanked Sheree Barnes for her report. Sheree then left the meeting.

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

### Attendance

Jane Brown presented the attendance figures and noted that the average whole school attendance was currently 93.9% which had now risen to 94.18%. She noted that the college had suffered with students taking holidays with their parents and explained that a lot of Penalty Notices had been issued for these unauthorised absences.

Jane Brown reported that Year 7 attendance was tracking at 97.05% and noted that there were some behavioural issues in this year. Year 8 is improving at 94.62%, Year 9 was tracking at 93.98% with one student having an impact on these figures and one on their

second Managed Move placement. Year 10 was tracking at 92.55% where some students had now been taken off role when they had been given Penalty Notices and Year 11 tracking at 92.26% with one student off role, one student with complex issues and one external placement.

Attendance by category was reported and it was noted there had been 109 Student Attendance Panels taken place with 28 holiday penalty notices issues and 1 court action. She noted that the justice system had changed and parents could now be fined a lot more than previously and 2 parents were on track to be jailed for their children not attending school.

A discussion took place around attendance.

#### Exclusions

Jane Brown reported that there had been 8 exclusions in the first half term.

#### Safeguarding Training

Channel Training for governors was postponed until the next meeting.

### **7. Quality of Teaching**

Covered in item 5.

### **8. Governor Feedback**

#### BSF

Sue Billington reported a meeting had been arranged with Phil Coyne and that Galliford Try were being taken to court by the LA.

#### Walkthrough

Sue Thistlethwaite reported on her unannounced walkthrough. She reported that all classes had been calm and focused with no behavioural issues.

Sue Thistlethwaite also explained that she had met with Kieran Fitzpatrick, Head of Health and Wellbeing who was doing some fantastic work around increasing student awareness of health issues and developing resilience and mental health. Sue Thistlethwaite noted that it would be good for Kieran to come in and talk to Governors about his work.

Sue Thistlethwaite then reported on her meeting with Karen Simpson, Director of Learning for Inclusion regarding LAC, EAL and SEN students. She reported on the number of Looked After Children (12), EAL students (60 – 31%) who were at various stages and students on the SEN register (152) with 1 student on an EDHC plan. She reported that the behaviour strategy had a new added tier of short stay reflection with 10.8% being put into the short stay reflection room and only 1.1% of students reoffending. There are also 8 students on a personal study plan with a reduced timetable and the aim was to get them back into College.

Sue Thistlethwaite also reported on the issues with Yr7. It was noted that there were 5 students no longer on site due to transitional issues and if a Primary School has not completed an EDHC plan by Yr6, the student has to be placed in a mainstream school where the process starts again. Some Year 7 students had not been flagged up with behavioural issues before starting at the College which made transition a lot more difficult.

Sue Thistlethwaite reported that SEN Progress data had been discussed at the meeting and there was a wide gap in progress between SEN (-0.08) and non-SEN (-0.12). She reported if the outliers were taken out of the equation the gap sits much closer.

### Major Incident Review Update

Sue Billington asked Rose Angus to email her with the update from the actions of the Major Incident Review.

### Pay Committee

Sue Billington reported that the Pay Committee had met on the 30<sup>th</sup> October where proposed salary increases had been discussed and the new salaries for Directors of Learning. There had been an audit of appraisal paperwork which had married up with the salary increases and pay scales and increments had been questioned. Notes from the minutes were to be circulated to all governors.

The governors agreed the salary increases for teachers.

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

There was no report from the Trust Board.

## **10. College Finance**

Jane Brown presented the outturn statement dated October 2017 and the revised budget which were agreed by all governors and signed.

### Finance

Tony Barradell reported that he had looked closely at all figures and there were no issues to report.

## **11. Staffing Matters Update**

Jane Brown reported that one member of staff was being taken towards the capability route but had now resigned. An NQT teacher was not on track to pass therefore managers were working with the Union and the LA to support them.

## **12. Policy Approval**

The following policies were agreed by governors:

- Curriculum
- Disciplinary

## **13. Any other business**

- Jane Brown reported on the NEET (Young People not in Education, Employment or Training) figures for New College Leicester by presenting a House of Commons briefing paper and reporting on New College's work to reduce these figures. A discussion took place regarding this.

**Meeting closed: 7.30 pm**

**Next meeting: Thursday 18<sup>th</sup> January 2018 – 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	January
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	January
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	January
10	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	On agenda
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	Ongoing
14	Governors to write to the Principal EWO to pass on their thanks	Jane Brown to draft	Closed
15	Sue Thistlethwaite to report back on students who do not access the full curriculum.	Sue Thistlethwaite	Termly
16	The specific actions noted from the major incident review were to be discussed at the November meeting.	Rose Angus	Closed
17	DOLs to be invited to governor meetings.	Jane Brown	Scheduled
18	Post 16 Business Plan to be presented to Governors	Rose Angus	March