

# **Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 15<sup>th</sup> September 2016 at 5.00 pm.**

## **Present**

Tony Barradell - Governor  
Sue Billington - Governor  
Jane Brown – Principal  
David Guilford – Governor  
Ellen Rudge-Tezcan – Governor

## **Apologies**

Ian Chakravorty – Governor  
Trevor Low – Governor  
Dipak Patel – Governor  
Deborah Rose – Governor  
Sue Thistlethwaite - Governor  
Paul Wilson – 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 23<sup>rd</sup> June 2016, 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 – The new dates have been emailed to governors – ongoing.

**Item 4** – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – To be presented at the October meeting - ongoing.

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

**Item 6** – Jane Brown to complete a high level spend plan for the college – There was a £250,000 spend on heating by LCC and windows are currently being upgraded - ongoing

**Item 7** – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – To be presented at the October meeting - ongoing.

**Item 8** – Governors to ensure keeping children safe protocol is being adhered to – There will be a new protocol emailed to governors for them to sign - ongoing.

**Item 9** – Sue Thistlethwaite to report on looked after children – To be presented at the October meeting - ongoing.

**Item 10** – To dedicate a 10 minute slot on each GB agenda in terms of briefing governors on Child Protection in accordance with the current procedure – On agenda – ongoing.

**Item 11** – High Level Teaching Plan to be presented to governors – Deferred to the October 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. David Guilford declared that he was a governor for West Gate School. Sue Thistlethwaite declared that she was an education consultant.

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

##### Attendance

ERU explained that attendance at the end of the last academic year stood at 94.5% and Persistent Absentees at 10.6%. She noted that the college had hit national figures for attendance and beaten national figures for PAs but this will have to be confirmed with RAISE. Rigorous tracking will carry on this year. Thanks to the attendance team and data produced the college can see what groups need targeting and by what category and focus especially needs to be put on KS4. ERU explained that the attendance team meet every three weeks, all processes had been overhauled and levers were now in place to be able to focus on these categories.

JBR explained that the college is now full with a waiting list. This consists of 200 students in Years 7 and 8, 180 in Years 9 and 10 and 164 in Year 11. There is an agreement with the LA that schools will take 5% of their starting number into Year 11. JBR noted she would be attending appeals panels in the next two weeks for students wanting to come into the college.

##### Exclusions

ERU explained that the college had started on a high number of exclusions due to giving out one day exclusions for refusing to complete homework/punctuality detentions but this strategy is working well.

ERU noted that 12 students had been excluded in half term 6 for persistent disruptive behaviour which was higher than last year but there had also been 2 permanent exclusions. She explained if students are always in detention they do receive mentoring.

JBR explained that this year the process of taking students off role that had not turned up was in progress but had been hampered by a few youngsters i.e. students that had moved abroad. JBR explained that if a youngster has been chosen to Home Educate and this was deemed inappropriate, the LA could now force them to be on the role of a school. This would mean that this student would count onto the school's results and a child cannot be enforced to come back into school. The college has 4 current students in Year 11 in Home Education. Families have been contacted but to no avail. JBR was asked by governors to find out how many students in the City are in Home Education.

##### ACTION

- JBR to find out how many students in the City are in Home Education.

##### Safeguarding

ERU presented the Safeguarding Report. She noted that there had been a number of students referred mostly due to emotional wellbeing. She noted that a significant amount of hours had gone into safeguarding training and all staff had now undertaken this training. This had made staff fully aware of their role and the number of referrals proved this.

ERU explained she had run an e-safety information evening for parents and only one parent had attended. The website is in the process of being updated with e-safety information and there are also a number of website links on there. ERU noted she had received some new anti-sexting information which was currently being reviewed. She explained the annual safeguarding report had been completed for the LA and a new staff code of conduct had been implemented to all staff.

JBR noted the Single Central Record had been sent to the LA for audit at the end of last year and this had come back as excellent practice. The college had also received new information regarding prohibition checks and there would be another mini audit on safeguarding at the end of next term.

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

RAN presented an overview of the results. There had been a total of 9 students in KS5 taking Level 3 courses and the pass rate had been 80.65%. She explained that the college were not in the position to grow P16 this year but potentially could do for current Year 9. P16 cohort for this year is 18 students. There is a Public Services Course on the horizon offering Level 2.

RAN explained the KS4 results had come back at -0.13 (45%) which had beaten the target of -0.2. The floor target had been -0.5 and this had been calculated using the 2015 information. Basics measure i.e. English and Maths had come in at 45%. She explained that the grade boundaries had once again changed in Maths this year. The EBACC pass rate was 10%.

RAN noted that the gap had closed this year between boys and girls but the high ability students had not made enough progress.

RAN was pleased to report that a record number of A\*-A grades had been recorded this year across a number of subjects. The residual had been hit hard by Computer Science and Business Studies as well as Design Technology and Music. This problem had been discovered during the year therefore RAN/SSH had taken over the lower group and gained some C grades.

RAN explained that review meetings were happening every term to hold faculties responsible and in terms of Business Studies, the department were returning to BTEC this year. Hairdressing had struggled with a new qualification with 4 students missing one sentence and therefore not passing, but they were staying with the same exam board this year. RAN explained that Sheree Barnes would be going into faculties to coach teachers. She explained that problem areas would be pinpointed and as Core results were all at 50% they would be focusing on non-core to get them to the same standard.

Governors passed on thanks to staff and congratulated students for their results. They were reassured with the core subjects' results.

## **7. Quality of Teaching – Item deferred to next meeting.**

## **8. Governor feedback on work with the College**

### H&S Audit

DGU reported that he had undertaken a health and safety audit and noted that the bells were not in sync therefore a fire certificate cannot be issued due to this reason. He noted that during the summer the North Car Park had been completed and will be in use soon, most of the heating had now been moved from the plant room into the school, classrooms and corridors had been painted and the hogweed had been sprayed.

JBR advised that the Cycle Track had been approved last week with the LA putting in £250,000, British Cycling £400,000 and New College £100,000. Work will start on this in October.

### BSF Update

SBI reported that on 11<sup>th</sup> August she had met with Wayne Allsopp, Frank Jordan and Sean Atterbury and £500,000 had been invested in the heating for a “tactical” fix. They had agreed to put in £1.07 million for work on the ceilings and windows but the college would need to work out what they had already paid for. £24,000 of BSF work had been identified and agreed. £45,000 for the North Landscape had been held back because of the time of the season and the college will now have two project managers as contacts, one at Galliford Try and one at LCC. SBI reported that she had received written confirmation from the LCC for heating and BSF costs but not for the cost of the retained estate as a decision was still to be made. Governors raised their concerns of work needed on the retained estate.

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

SBI reported that the Trust Board had met last week and spoken mainly about BSF, update and results and the condition survey.

## **10. College Finance**

TBA reported that finance was under control. He noted that Sam Burdett had received a grant from Alcoa of £37,000 to develop environmentally friendly racing go-karts. Money for the increased number of students would not be allocated until the Census had been completed. JBR noted that she had over-recruited teachers and had set targets for Wayne Allsopp on income generation. She noted the cycle track should be a good source of income.

JBR reported that the catering was showing as a good financial model and was running as a cost centre – this was up £100 because of the closed site with students buying more food. An assessment would be done over a 3 month period with extra catering staff versus closed site cost. The college were opening more sites for pre-ordering lunches and now had various different points of serving to cope with the closed site.

## **11. Staffing Matters Update**

JBR reported that she was still recruiting for Second in Mathematics and a Level 2 IT Technician had left for a promotion. This was now being advertised. She reported that all new staff had now started.

## **12. Policy Approval**

The Curriculum Policy which was previously circulated was agreed.

## **13. Any other business**

None

**Meeting closed: 6.55 pm**  
**Next meeting: Thursday 6<sup>th</sup> October 2016**

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 annual 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	JBR to find out how many students in the City are in Home Education	Jane Brown	November