

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 17th September 2015 at 5.00 pm.

Present

Tony Barradell - Governor
Sue Billington - Governor
Jane Brown – Principal
David Guilford – Governor
Trevor Low – Governor
Deborah Rose - Governor
Jenny Wilson – Governor

In Attendance

Rose Angus – Associate Principal
Lynn Dawson – Clerk to Governors

1. Apologies for Absence

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

2. Minutes of the last meeting

Tony Barradell confirmed that he approved the prices of the facility hire from the previous meeting. The Minutes of the meeting held on 1st July 2015, 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. It was noted there is a disciplinary panel due to be held on Monday 28th September at 11.00 am and three governors were confirmed.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – Sue Billington to circulate the invite for upcoming seminar.

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

Item 5 – Jane Brown to complete a high level spend plan for the college - Ongoing

Item 6 – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – to be presented beginning of next term.

Item 7 – Deborah Rose to follow up on problems with Astroturf – SBI to speak to DRO – ongoing

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

Item 9 – Trevor Low to update governors on problems with the air extraction ventilation in the hall – SBI to speak to Wayne Allsopp.

Item 10 – DT workshop capacity restrictions – JBR explained that the current situation is being managed – item closed.

Item 11 – Changes to attendance procedures to be reported to GB – JBR/ERU to present at next meeting.

Item 12 – Year 7 progress to be monitored closely due to additional pupils on roll – 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. David Guilford declared that he was a governor for West Gate School.

5. Student Behaviour, Attendance and Safeguarding

Jane Brown presented the new attendance paperwork and reported that the national median for similar FSM schools in 2014-15 was 94.6% and New College had achieved 94% overall. So far attendance for 2015-16 was standing at 95.28%. She explained that staff had been working hard to get students off role that had not turned up in the new term. Jane Brown reminded governors that students could only be removed once the college had established that they had joined another school for safeguarding purposes.

Jane Brown explained that the government had changed the benchmark for persistent absentees to 7+ in Half Term 1 which equates to 3.5 days. The new attendance procedure in the college now consists of Heads of Year and the Education Welfare Officer picking students up at 6+ sessions.

Jane Brown reported that there had been no fixed term exclusions and 1 pending permanent.

Safeguarding

Jane Brown reported that a safeguarding report for 2014/15 would be presented to governors by Sue Thistlethwaite and Jane Brown at the next meeting. She explained that all staff had signed the “Keeping Children Safe in Education” document and “Acceptable Use Policy”. All teaching staff had received CP refresher training and support staff would also receive this training in the next few weeks.

ACTION

- Lynn Dawson to send out “Keeping Children Safe in Education” to governors for signature.
- Jane Brown to invite Sue Thistlethwaite to CP refresher training.

6. Student Progress Against Targets

Sue Billington informed governors that although the results were not as forecast, other schools in the city and across the country had been hit also. She reported that had been a national outcry by Unions regarding the changes in the grade boundaries and how these had affected students especially in Maths and English. She noted that the college now has to find ways to secure very high C grades.

Rose Angus presented the overall results for 2014/15 and noted that students had achieved 35% 5A*-C including English and Maths. She noted that all English Literature papers had been recalled for remarks therefore this figure could change. Rose Angus explained that tracking had been a reality in June at 49% but this had dropped with the exam grade

boundaries changing. A discussion took place around the results and Rose Angus explained that herself and Jane Brown were meeting with all Heads of Faculties/Departments to discuss their results and request a strategy for the coming year to be brought back in front of them in three weeks.

Rose Angus noted that the system was now moving to the new 1-9 results and a discussion took place around this.

Rose Angus also presented the data around groups which showed that girls had outperformed boys, higher attainers had done well and EAL performed higher than non-EAL. Rose Angus explained that the college had a new EAL teacher as they had received a high influx of EAL students. Rose Angus also reminded governors that a focus had been maintained on higher attainers and that the impact of this strategy was to be seen in the successful results.

Rose Angus explained that the worst affected faculties were Computer Science and MFL. She explained that the Computer Science faculty needed additional guidance regarding coursework but there had already been a change of staff and the MFL Department have an expert coming in to carry out a full audit.

Sue Billington will attend full reviews on both Computer Science and French on behalf of the governors. Rose Angus to arrange.

Rose Angus talked about the new performance tables which will be based on attainment 8 and progress 8. A discussion took place about how the targets are calculated and the government floor target which is -0.5 for Progress 8.

Jane Brown explained that the sixth form expansion had been temporarily halted due to the results. Rose Angus reminded governors that Post 16 have to retake Maths and English if they received below a C until they pass at this level.

The governors thanked Rose Angus for her presentation.

7. Feedback from governors

Sue Billington reported that she had walked around North Block as the BSF work over the summer had not happened as previously promised. Sue Billington has written to Francis Craven and enclosed photographs to try and get the situation sorted, but that it was now becoming a major issue for the college. Sue Billington also informed governors that she had requested a copy of the Conditions Survey as despite repeated requests by the college, the LA had not shared this information. This has meant that the college is unable to produce the long term spend plan as requested.

8. Feedback from Trust Board

Sue Billington reported that the Trust Board had met on 10th September and noted that the strategy was being revisited so this can be communicated to governors, staff etc.

Sue Billington also reported that there was a new Trustee in place from the LA, Mark Noble from Corporate Finance.

9. College Finance

Tony Barradell reported that Chris Jackson was reducing her hours as Finance Manager and Nicola Horsfield would be taking over this role. Chris Jackson would still be involved and supporting Nicola and there was also a new Finance Officer that had been employed.

Tony Barradell explained as it was a new year, the figures had been produced but a clearer picture will be evident next month.

10. Staffing Matters

Jane Brown reported that the College was fully staffed apart from one MFL post where a teacher had left suddenly due to a family bereavement. There is also a long term supply teacher in the Maths Department covering a maternity leave. Jane Brown explained that there is also a new subject teacher in Drama and that the college had also taken on a large cohort of NQTs who were settling in well.

11. Policy Approval

The Medical Conditions Policy, CPD Policy, Safeguarding Policy and Accessibility Policy were approved.

It was noted there was a typing error on the Education of Looked After Children Policy and this was then approved.

12. Any other business

Jane Brown circulated the Parental Feedback paperwork from the parents' evenings. The governors asked for the percentage of parents that had responded to be detailed.

Jane Brown explained that next Thursday (24th September) was Open Evening.

Sue Billington reported that the Chair and Vice Chair's term ends in November therefore there would need to be a revote. This vote would be held at the October meeting. Sue Billington asked governors to inform Lynn Dawson if they wished to stand for either the post of Chair or Vice-Chair.

Meeting closed 7.03 pm

Next meeting: Thursday 8th October 2015 – 5.00 pm

ITEM	ACTION	OWNER	DEADLINE
1	Governors to offer dates to sit on Student Disciplinary Panels	All	On-going
2	Governors to explore sponsorship opportunities with their contacts	All	On-going
3	Sue Billington to circulate the invite to the termly seminar to all governors.	Sue Billington	On-going
4	Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/Jane Brown	Termly
5	Jane Brown to complete a high level spend plan for the college. Update: Condition Survey requested from Frances Craven by 30 September 2015.	Jane Brown	On-going
6	Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate.	Sue Thistlethwaite	Termly
7	Deborah Rose to follow up on problems with Astroturf	Deborah Rose	Ongoing
8	Governors to ensure keeping children safe protocol is being adhered to	Sue Billington	Ongoing
9	Trevor Low to update governors on problems with the air extraction ventilation in the hall. Update: Sue Billington to speak with Wayne Allsopp	Sue Billington	Ongoing
10	Changes to attendance procedures to be reported to GB.	Jane Brown	New
12	Year 7 progress to be monitored closely due to additional pupils on roll	Rose Angus	New
13	Sue Billington to attend full reviews on both Computer Science and French on behalf of the governors. Rose Angus to arrange.	Rose Angus	New
14	The Chair and Vice Chair positions were both out of term in November. A vote would be held in the October GB meeting. Any governors wishing to stand should inform Lynn Dawson.	All Governors	New