

## **Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 19<sup>th</sup> November 2015 at 5.00 pm.**

### **Present**

Tony Barradell - Governor  
Sue Billington - Governor  
Jane Brown – Principal  
David Guilford – Governor  
Deborah Rose – Governor  
Sue Thistlethwaite - Governor

### **Apologies**

Ian Chakravorty – Governor  
Trevor Low – Governor  
Dipak Patel – Governor  
Ellen Rudge-Tezcan – Governor  
Paul Wilson – Governor

### **In Attendance**

Rose Angus – Associate Principal  
Lynn Dawson – Clerk to Governors

Before the meeting started Sue Billington explained that she had received a resignation from Jenny Wilson. The governors voiced their thanks for Jenny's dedication, time and effort in her work as a governor and wished her the best of luck for the future.

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

The Minutes of the meeting held on 8th October 2015, having been previously circulated, were taken as read, noted and signed as a true record.

#### **2. 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 – Deborah Rose noted she had attended the seminar on 3<sup>rd</sup> November. Sue Billington to send the papers onto governors.

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

**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. Condition Survey requested from Frances Craven – Sue Billington reported representatives from the Council were coming to the college in December.

**Item 7** – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – Agenda item 6 - ongoing.

**Item 8** – Deborah Rose to follow up on problems with Astroturf – Sue Billington reported that she had received assurance from the LA that they will honour their obligations and resolve any problems that arise – closed.

**Item 9** – Governors to ensure keeping children safe protocol is being adhered to – LDA to send a copy of the policy to Sue Billington to pass onto Dipak Patel - ongoing.

**Item 10** – Trevor Low to update governors on problems with the air extraction ventilation in the hall – ongoing.

**Item 11** – Changes to attendance procedures to be reported to GB – Agenda Item 5 - ongoing.

**Item 12** – Sue Billington to attend full reviews on both Computer Science and French on behalf of the governors – Geography also required - ongoing.

**Item 13** – Sue Thistlethwaite to report on looked after children – Termly.

**Item 14** – To dedicate a 10 minute slot on each GB agenda in terms of briefing governors on Child Protection in accordance with the current procedure – Agenda item 12 – ongoing.

**Item 15** – Safeguarding awareness training to be extended to students dealing with visitors – ongoing.

### **3. 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.

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

#### Attendance

Jane Brown presented the new attendance data per year group for the last 3 years and explained the data showed the percentage overall for the whole school and the number of persistent absentees to date. Jane Brown explained that the benchmark equalled 3.5 days therefore PAs were always higher at the beginning of the academic year and she expected this to reduce as the year progressed.

Jane Brown explained that attendance was higher this year at 94.68% as the college had tightened up the attendance procedures. Jane Brown paid tribute to Rose Grubb, Claire McCormack and Bernie Walker for their tireless work with attendance. She explained that the transition process had been better this year as the Year 7's who had not turned up at New College had been taken off role quickly due to some excellent work by Jaye Amani and Rash Patel (EWO).

Jane Brown explained she had met with Rash Patel, Education Welfare Officer and spoken about the constant PAs as there are concerns regarding their wellbeing. The EWO has been prevented from taking families to court although he has prepared court cases and external agencies are not supporting the College's ambition to prosecute. The governors showed their concern at having no control when the college is accountable for attendance rates. Sue Thistlethwaite as the lead governor for Safeguarding would follow this issue up with the LA.

Jane Brown then presented the attendance data by category which measures each group against national figures for all students. The data showed that last year SEN students had a lower attendance against national and non-SEN were lower in Years 9 and 10. Students with free school meal allowances were lower on attendance for all years.

Jane Brown explained that attendance would form part of the Performance Management procedure for all Heads of Years.

Jane Brown then presented the exclusion data. She explained that exclusions had been relatively light but had risen in the last couple of weeks due to some persistent disruptive behaviour by a few students and 1 assault. The fixed term exclusions were being used as a short sharp shock and were working as reoffending rates were low.

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

Rose Angus reported that there are 152 student in the current Year 11 and a good proportion of them are new students coming in with EAL therefore there had been no KS2 data received for them. She noted that the gender breakdown was broadly equal this year.

Rose Angus took the governors through the Overview of Student Progress and explained that schools are now measured on Progress 8. The current tracking measure is -0.41 and the national figure cannot be below the benchmark of -0.5. Rose Angus suggested the target to be -0.1 with basics at 50% and Ebacc at 15%. A discussion took place around targets and this was set at -0.2 with 50% on basics and 15% on Ebacc.

Sue Billington thanked Rose Angus for her presentation and noted there had been no surprises with the data. The governors were satisfied with being kept consistently updated and this was reassuring. The governors were also satisfied that they knew which areas were being monitored and Sue Billington and Rose Angus were arranging to meet with all Heads of Faculties.

## **6. Feedback from governors**

### Ofsted Inspection

Sue Billington updated the governors on the Ofsted Inspection which took place on the 3<sup>rd</sup> and 4<sup>th</sup> November. She explained the report had been issued but was confidential until publication. The inspection had started with a Section 8 inspection of one day but as the inspectors had found insufficient information to substantiate a Good rating they had changed to Section 5 which included a second day. Sue Billington explained that the whole process had been a disruptive experience for the school as there had been, in her view, an excessive number of inspection officers on site; 4 HMI or Senior HMI Inspectors present with 2 further Ofsted Inspectors.

Sue Billington explained that main areas for improvement from the report had been the quality of teaching due to the variability of the teaching that was inspected. Improvement was reported not unexpectedly on the outcomes; plus leadership and management was reported to require improvement as it was linked to the outcome metrics. She noted that she welcomed the good rating for personal development and welfare which was an accolade to be proud of given the demographics and history of the school. The sixth form had also been rated as good. Sue Billington stated that it was unfortunate that the report had not reflected the hard work that all staff had contributed towards the great improvements at the school. Sue Billington also reported that there had been a lot of positive comments from staff who had been very concerned about the effect the inspection had on the leadership team which was a testament to the positive culture of the school.

Jane Brown explained that Inspectors would return in 3-6 months for a 1 day visit and then return again in 2 years with a full team for a 2 day inspection.

It was requested that a standard agenda item be included on all future meetings; 'The Quality of Teaching and Learning'.

**ACTION:** Rose Angus to lead.

### SEF

Jane Brown reported that the SEF had been created to drive the college forward with high level action points based on self-assessment. The college had ensured that the action plan reflected the points picked up from the Ofsted report.

The governors noted that they found the SEF useful to work with.

### Disciplinary Hearings

Sue Thistlethwaite updated the governors on the student disciplinary hearings that had taken place last academic year. She noted that a Year 10 female student had been seen in the Spring Term and the family had since had her assessed for ADHD thanks to the college. The student was now taking medication and had received 78 achievement points. Her attendance had also risen from 68% to 79%.

Sue Thistlethwaite reported another student who had received a hearing for violence has now received counselling and is on 99% attendance. The student has now been allocated a mentor and his behaviour points have reduced. There had also been one clear cut case where a student had been permanently excluded and this had been supported by the governors' panel. It was noted by Governors that there was absolute clarity on the position regarding weapons brought into school.

Sue Thistlethwaite thanked the governors for sitting on the disciplinary panels.

## **7. Feedback from Trust Board**

Sue Billington reported that there was no feedback from the Trust Board.

## **8. College Finance**

Tony Barradell reported that there would be a full re-budget presented to governors in January for signing off. There had been a big reduction in salary count but supply costs had gone up due to long term absence. Tony Barradell reported there were no concerns with the budget.

## **9. Staffing Matters**

Jane Brown reported that there were 3 staff leaving at Christmas – 2 staff from English and 1 from Maths. There was also 1 Business Studies teacher that had left during half term. Jane Brown noted the majority of the timetable had been covered and the college will be heavily recruiting in January 2016.

## **10. Any other business**

Jane Brown took the governors through overview Safeguarding training and noted if there were any concerns regarding the Principal that the Chair of Governors would contact the Local Authority Designated Officer (LADO). Sue Thistlethwaite would be bringing safeguarding in a termly report for governors.

Jane Brown noted that a new overview of policies would be brought to a future meeting.

Sue Billington reported that the Scheme of Delegation needed updating and this would be reviewed to make sure each governor was fully aware of their accountabilities in respect of their governor role. Sue Billington noted that the college needed a second governor for Child Protection and a lead governor for Health and Safety in light of Jenny Wilson's resignation. It

was voted that David Guilford would take the lead Health and Safety role and Deborah Rose would support Sue Thistlethwaite with SEN/Safeguarding. Sue Billington would draft a new copy of the Scheme of Delegation and send to all governors and the Principal.

**Meeting closed 7.25 pm**

**Next meeting: Thursday 28<sup>th</sup> January 2016 – 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 (January)
6	Jane Brown to complete a high level spend plan for the college. Condition Survey requested from Frances Craven.	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	Trevor Low to update governors on problems with the air extraction ventilation in the hall.	Sue Billington	Ongoing
10	Changes to attendance procedures to be reported to GB.	Jane Brown	Ongoing
11	Sue Billington to attend full reviews on Computer Science, Geography and French on behalf of the governors. Rose Angus to arrange.	Rose Angus	Ongoing
12	Sue Thistlethwaite to report on looked after children.	Sue Thistlethwaite	Termly
13	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Ongoing
14	Safeguarding awareness training be extended for students dealing with visitors. A more visible and distinct identification for visitors should be put in place.	Ellen Rudge-Tezcan	Ongoing
15	The Quality of Teaching and Learning report to be put on standing agenda	Rose Angus	New