

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 22nd June 2017 at 5.00 pm.

Present

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

Apologies

Dipak Patel – 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 4th May 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 – 3 panels arranged for 12th July - ongoing.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – Sue Billington informed governors the seminar on the 4th May had been the last one of the academic year and there were no further dates as of yet - ongoing

Item 4 – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning. Scheduled for September meeting.

Item 5 – Ellen Rudge-Tezcan to present Safeguarding Report – Scheduled for September 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 September 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 September 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 – Scheduled for September meeting.

Item 12 – Jane Brown to let governors have an overall comparison of group figures to the other City schools – Jane Brown reported that the information required has not yet come through - ongoing.

Item 13 – Teaching typicality to be presented to governors - Scheduled for September 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. Tony Barradell declared that he was a Director for Clear Vision Learning Limited.

5. Student Behaviour, Attendance and Safeguarding

Safeguarding

Jane Brown reported she had previously sent out the updated Safeguarding Policy to governors with additional appendices. This was agreed.

Ellen Rudge-Tezcan then delivered a 10 minute safeguarding training session on Peer on peer abuse. She noted at the next governors meeting a training session would be delivered on honour based violence and forced marriages.

A brief discussion took place on the recording of Child Protection incident forms onto SIMs. Safeguarding incident forms would be recorded by the Designated Safeguarding staff and if the form is not related to safeguarding they are recorded by the Head of Year.

A discussion then took place about reporting bullying. Jane Brown reported the college do a lot of work on STOP bullying and Heads of Year spend lots of time investigating the issues then pass on to the appropriate person and the impact of this is shown in the reduction in the number of incidents. It was agreed that when numbers of bullying issues are reported to governors, peer on peer bullying should be reported as a separate category.

Attendance

Ellen Rudge reported that the attendance figure currently stood at 94.4% for the whole school against a national average of 94.8%. This was the same as last year but with 3 weeks to go the figure would hopefully increase.

She noted that a lot of hard work had been taking place by the attendance team and an Admin Officer had been arriving at 8.00 am to make phone calls to identified students to ensure they were coming into school. Heads of Year have been passing down the pressure to tutors to ensure students were attending and this was being monitored.

Jane Brown reported that the behaviour system had been modified so there were now fewer exclusions. She reminded governors that the increase had been due to the attendance strategy in order to embed the new behaviour systems. Jane Brown informed governors

that the one day exclusion consequence was now replaced with extended days which run from 9.00 am to 4.05 pm.

Jane Brown also noted that there is a new justice system in place nationally which means that parents could receive fines from £40 to £1500 for non-attendance as long as the schools have all evidence required.

Jane Brown reported that persistent absentees are tracking at 9.1%. She reported that the support of the EWO has shown good impact.

ACTION

- Governors to write to the Principal EWO to pass on their thanks

Behaviour

Jane Brown reported there has been a reduction in fixed term exclusions from 32 to 11. This was due to the introduction of the modified behaviour system. The new behaviour policy will be introduced when the new timetable starts and the Behaviour policy is being posted out to parents.

The attendance by data category was reported and noted that there is a problematic cohort of Year 9 students with extenuating circumstances which prevent them coming in to school regularly. Jane Brown reported that the college are working hard to improve their figures. The governors noted that the figures were improving and thanked the staff for their hard work.

6. Student Progress against Targets

Rose Angus reported that the exams were complete and although the grade boundaries had still not been confirmed, the college were feeling hopeful about the results. Jane Brown reported that she and Rose Angus had been meeting with individual Heads of Departments to look at performance.

Rose Angus reported that Computer Science, Hairdressing and History still needed improvements. Most of the subjects which needed improvement last year had turned around apart from CS.

7. Quality of Teaching

Rose Angus reported that she is currently processing the latest round of figures and these will be presented at the next meeting.

8. Governor Feedback

Sue Billington reported that the tiered seating in the theatre had been fixed and could now be used.

Sue Billington reported that the official opening of the cycle track would take place on 11th July at 11.30 am.

Sue Billington reported that she was still waiting for the spend plan but there was a problem with hogweed on the North site where the landscaping was also a mess. The roof on Maths had leaked during storms but the college had still not received any assurance from the LA of any permanent action.

There was a discussion regarding the safety of cladding following the recent fire in London.

ACTION

- Chris Gowans to check cladding around the Science Block.

9. Report from Trust Board

Sue Billington noted there was nothing to report from the Trust Board.

10. College Finance

Tony Barradell reported that there were no changes on the budget figures. There had been an audit on finance last week and the auditor had been very impressed with the team.

The governors passed on their thanks to all staff involved.

Jane Brown presented a new pricing structure for the college's facilities. She noted that the school had moved further towards market rates but still recognised any clubs/voluntary organisations from last year by keeping their rates similar. The cycle track rates were now available and this was already heavily booked.

There was a discussion around the lettings and the governors noted again that there needs to be more PR/communications to promote the college. The college also needs to show that it is having to subsidise education from the lettings profit to provide a good and broad standard of education.

The governors agreed the new pricing structure.

11. Staffing Matters Update

Jane Brown reported the college was fully staffed for September and were slightly overstaffed, especially in Maths. A Second in Maths had been recruited after 18 months of advertising for the post. She reported that there was an Intervention Assistant for Maths moving up to unqualified teacher status, one NQT coming into Maths and one mathematician leaving who was an Assistant Principal. The governors recognised the work that Steve Shipman had done on the data and wished him luck in his promotion.

12. Policy Approval

Jane Brown presented the Behaviour Principles drawn up by the governors and these were agreed.

The following policies were agreed by governors:

- Child Protection and Safeguarding
- Drugs Education and Awareness
- Assessment Policy
- Behaviour Policy

Jane Brown went through the changes on the Behaviour Policy. She noted that consequences had now changed slightly from FTE to extended days and the confiscations of phones etc. were now not returned until Friday at 3.30 pm or by appointment with the parent/carers.

13. Any other business

- Jane Brown invited all governors to the Awards Evening which were taking place on the 10th and 11th July at 7.00 pm in the Theatre. Governors were also invited to the official opening of the cycle track on 11th July at 11.30 am.

- Jane Brown reported that the college was in the process of securing a grant for some bicycles for use on the cycle track.
- Jane Brown reported that the English Cricket Board were working with the LA on securing the land around the boys club for a new cricket pitch and wants to work with the college.
- Governors meeting dates for 2017/18 were agreed as follows:
 - Thursday 28th September 2017
 - Thursday 9th November 2017
 - Thursday 18th January 2018
 - Thursday 8th March 2018
 - Thursday 3rd May 2018
 - Thursday 21st June 2018
- Jane Brown and Rose Angus passed on thanks from all staff and students for the professional support that the governors had given to the college this academic year.

Meeting closed:

6.50 pm

Next meeting:

Thursday 28th September 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	September
5	Ellen Rudge-Tezcan to present Safeguarding Report.	Ellen Rudge-Tezcan	September
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	September
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	September
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	September

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	September
14	Governors to write to the Principal EWO to pass on their thanks	Jane Brown to draft	New
15	Chris Gowans to check cladding around the Science Block.	Jane Brown to report	New