

## **Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 28<sup>th</sup> January 2016 at 5.00 pm.**

### **Present**

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

### **In Attendance**

Rose Angus – Associate Principal  
Lynn Dawson – Clerk to Governors

### **1. Apologies**

Ian Chakravorty – Governor  
Dipak Patel – Governor  
Ellen Rudge-Tezcan – Governor

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

The Minutes of the meeting held on 19<sup>th</sup> November 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.

**Item 2** – Governors to explore sponsorship opportunities – ongoing.

**Item 3** – Governors' termly seminar – Sue Billington to send date of next seminar to governors.

**Item 4** – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – Sue Thistlethwaite to carry out walkthrough next week and report back at next meeting - ongoing.

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

**Item 6** – Jane Brown to complete a high level spend plan for the college. Sue Billington reported there has been some progress made. The Local Authority are currently identifying spend needs for 60 schools therein the delay. The College now have a named project officer but the LA are in disagreements with the BSF contractors regarding the snagging and completing works - Ongoing

**Item 7** – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate - 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. This is part of the ongoing BSF project and is on the college snagging list – ongoing.

**Item 10** – Changes to attendance procedures to be reported to GB. Jane Brown reported that new procedures were being used and the college is seeing an impact. This will be reported towards the end of the academic year - ongoing.

**Item 11** – Sue Billington to attend full reviews on both Computer Science, Geography and French on behalf of the governors. Sue Billington to report progress at next meeting - ongoing.

**Item 12** – Sue Thistlethwaite to report on looked after children – ongoing.

**Item 13** – 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 5 – ongoing.

**Item 14** – Safeguarding awareness training to be extended to students dealing with visitors – closed.

**Item 15** – The Quality of Teaching and Learning report to be put on standing agenda – closed.

#### **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

Jane Brown reported on attendance figures. The whole college attendance is currently tracking at 94.36%. There have been 138 School Attendance Panels to date and the number of PAs have increased as the trigger has decreased. Jane Brown then explained the attendance by category report. The college has had some multi-agency support and 13 parents had been fined due to unauthorised holidays.

##### Exclusions

Jane Brown explained that Half Term 3 will show a higher number of exclusions as there is a new strategy in place whereas if students refuse a homework detention they will receive a 1 day fixed term exclusion. The student then has an extended day on their return to school. A discussion took place around homework and whole school detentions and Jane Brown noted that they had not had the required impact on students yet as it has only been running for 1 week.

##### Safeguarding Report

Sue Thistlethwaite presented the safeguarding report. She explained that the college had currently 32 cases where 22 had been referred on to the LA and 10 had received support in college. There are currently 24 open Child Protection cases and 0 allegations against staff. Sue Thistlethwaite reported that she had attended a safeguarding meeting where Jane Brown, Ellen Rudge-Tezcan and Bernie Walker meet 3 weekly. There is a strong focus on safety and a good follow through on students who move schools. Sue Thistlethwaite explained that she had been asked to audit the college's safeguarding procedures. There had been some "How to keep safe cards" printed and distributed to students. These were also to be sent to

Governors. Sue Thistlethwaite reported that she had been impressed with the thoroughness and integrity of how the college is working on safeguarding and there is lots of energy and time being put in by staff. She explained that the college is not getting a lot of support from Social Services due to the lack of social workers in the LA. Sue Thistlethwaite also reported that there had been no referrals on radicalisation. Overall Sue Thistlethwaite had no concerns. Sue Billington thanked Sue Thistlethwaite for leading on safeguarding and also to pass on thanks to Ellen Rudge-Tezcan.

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

Rose Angus presented student progress. She explained that the middle attainers are coming in on a Level 4 and the college is now receiving a range of lower, middle and higher attainers. These are all now being measured against progress 8 which is made up of 8 GCSE's from 2 English grades, 1 Maths, 1 Humanities, 2 Science and 2 other options. These result in a +/- progress figure. The college will also be measured on "basics" i.e. the percentage of students who secure both English and Maths at C grade or above. Grades can be excluded if a student has not been in the country for two years. The College currently have 152 students and 135 are being reported on. Rose Angus explained the mock exams came back at -0.44 as the marking was stricter and the floor standard is -0.5. All subjects need to be 2.6 in Autumn term 2. Subjects that need close monitoring are History, Maths and Science and subjects that need intervention are French, Computer Studies, Science, Music, Expressive Arts and Geography. Rose Angus explained that the proportion of students currently achieving a grade C and above or a grade A and above will be similar to those achieving the new grade 4 and 7. A good pass is now a 5 which equals a high C. A discussion took place around the new grades.

## **7. Quality of Teaching**

Rose Angus reported that she and Jane Brown had been meeting with Heads of Faculties regarding the quality of teaching, curriculum & leadership. There are gaps in teaching the curriculum in terms of the new assessments and exams and a change in nature to syllabus means the expectation of the answers are now different. Literacy issues aids the problem of how questions are asked and how to decode them. These techniques will be taught from Year 7. A discussion took place regarding skill sets and Rose Angus explained that exam boards are moving to more generic papers and not tiered papers. The primary curriculum has already changed but there is still a vocabulary issue and the faculties are working on this. Rose Angus explained that the college may need additional resources for time spent, books etc.

## **8. Feedback from governors**

David Guilford reported that he had carried out a uniform check at the college and there had been no problems. Some of the female students were coming in with make up on but they were being given baby wipes to remove it. David Guilford reported that Year 8 is worse for punctuality so measures are being put in to address this. He also explained that it is different students being late therefore not many repeat offenders.

## **9. Feedback from Trust Board**

Sue Billington reported that there had been a Trust Board meeting on 14<sup>th</sup> January where Allexton Football Club had attended to review the Trust's decision on their alcohol licence. Sue Billington reported there were no changes to their position as they are operating on temporary licences at 12 per year. Allexton have also put a request in for 10 football pitches and Jane Brown will be looking into this.

Sue Billington reported that she had met with Sue Baxter – Education Consultant to begin to explore possible structural solutions in order to take the college forward. The consultant will be

commissioned to undertake some exploratory work around the options potentially available to the Trustees and Governors.

## **10. College Finance**

Tony Barradell reported he had spoken to Chris Jackson and Nicola Horsfield and the handover was running smoothly. Finance are coping well with recent software changes but a new budget has not yet been produced due to this change in software. This is the case in most schools. Tony Barradell explained there are some items “over budget” and some “under budget” but this will even out as the year goes on. Tony Barradell reported there was likely to be a carry forward in excess of 10% at the moment, which could be transferred to the LA, but a great deal of this would depend on the needs of the building/infrastructure.

The Schools Financial Value Standards were agreed.

## **11. Staffing Matters**

Jane Brown reported that the college was recruiting for a number of teaching posts and would be interviewing in the next couple of weeks.

Jane Brown reported the sad news that a member of the cleaning staff – Stephen Morgan had passed away.

## **12. Policies to be approved**

There were minor amendments on the following policies and they were then approved:

- EAL Policy
- Behaviour Policy
- Admissions Policy
- Appraisal Procedure for Teachers
- Whistleblowing Policy
- Off-site visits and outdoor learning policy and practice

### ACTION

- Jane Brown to talk to students re their views on face coverings and take suggestions to student council
- Sue Billington to receive the overview of all policies that are in place at the college

## **13. Any other business**

Sue Billington presented the new Scheme of Delegation to be agreed.

### ACTION

Scheme of Delegation to be updated and sent to all governors.

**Meeting closed 7.17 pm**

**Next meeting: Thursday 10<sup>th</sup> March 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 (March)
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 Billington to attend full reviews on Computer Science, Geography and French on behalf of the governors. Rose Angus to arrange.	Rose Angus	Ongoing
10	Sue Thistlethwaite to report on looked after children.	Sue Thistlethwaite	Termly
11	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Ongoing