

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 28th September 2017 at 5.00 pm.

Present

Tony Barradell – Governor
Sue Billington - Governor
Jane Brown – Principal
Ian Chakravorty – Governor
Deborah Rose – Governor
Ellen Rudge-Tezcan – Governor
Sue Thistlethwaite – Governor
Paul Wilson – Governor

Apologies

Trevor Low – Governor
Dipak Patel – 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 22nd June 2017, having been previously circulated, were taken as read, noted and signed as a true record.

3. Matters Arising from the Minutes

Item 1 – Student Disciplinary Panels – ongoing.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – Sue Billington informed governors the seminar was today (28th September) and the agenda was how to improve relationships between Chair of Governors and Principals - ongoing

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

Item 5 – Ellen Rudge-Tezcan to present Safeguarding Report – on agenda.

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 November 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 – on agenda.

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 November 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 November meeting.

Item 14 – Governors to write to the Principal EWO to pass on their thanks – ongoing.

Item 15 – Chris Gowans to check cladding around the Science Block – Jane Brown reported the cladding had been checked and no issues had been reported – item 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. Tony Barradell declared that he was a Director for Clear Vision Learning Limited.

5. Student Behaviour, Attendance and Safeguarding

Termly Safeguarding Report

Jane Brown presented the Termly Safeguarding Report and noted that the College was still running with a high level of CP cases (26 open). These were subject to lots of Core Group Meetings with attendance by staff at these meetings. This is having an impact on the college therefore Ellen Rudge-Tezcan was now investigating providing written reports to these meetings instead of staff attending. Jane Brown reported that Children's Services were now requiring improvement with a high number of agency workers being brought in.

Jane Brown reported that there is now an Emotional and Wellbeing strategy being put in place and worked on by Kieran Fitzpatrick and Edel Concannon.

Annual Safeguarding Audit

Ellen Rudge-Tezcan and Sue Thistlethwaite presented the annual safeguarding audit and the governor's report. These had been formed from the Safeguarding improvement plan and Sue had come into the college in July to audit the improvements from the previous audit.

Sue Thistlethwaite reported that looking through all areas of safeguarding there had been no issues but sections where the process could be further improved. Sue Thistlethwaite and Ellen Rudge-Tezcan had both attended the new DSL training.

Sue Thistlethwaite noted that the areas that need embedding already form the college's safeguarding action plan for this year.

Sue Billington thanked Sue Thistlethwaite on behalf of the governors for her diligent work on safeguarding.

Channel Training for governors to be added on agenda for next meeting.

Attendance

Ellen Rudge-Tezcan presented the attendance figures and noted that the average whole school was currently 94.2% which is slightly below national figures. Some holidays have been taken despite the use of Penalty Notices.

Ellen Rudge-Tezcan reported that PA's were tracking at 9.8% and these absentees had been receiving a tremendous amount of external support. Year 9 were a focus for low attendance but it was reported that a number of these students had mental health issues and although these are classified as needing high level support they did not meet the criteria for a consultant to refer them to CAMHS. The governors noted that this is a great concern as not only would this cause an individual impact on the student but also a wider impact on the school. Ellen Rudge-Tezcan noted that the LA had acknowledged the issues surrounding CAMHS but there is a high demand for this service with a number of students on their waiting list.

6. Student Progress against Targets

Rose Angus presented an overview of results for Post 16. With an A level cohort of 4, two students had received As and two A*s. There had been a cohort of 15 others and these had achieved a 100% pass rate and most students had gone on to Further Education. Rose Angus noted the current year's cohort of Post 16 consisted of 17 students as the decision had been taken not to offer the new Post 16 courses while KS4 curriculum changes are being focused on.

Rose Angus presented the student progress and reported that the cohort of middle attainers had risen due to the reclassification by the DfE. The current progress 8 figure was -0.37. Out of 150 students, 12 had made a hugely negative impact on the college's progress 8 figure and if these students who met a threshold set by the DfE were taken off, the progress figure would result in -0.08. These cases will be submitted by 31st October and the interim figures would then be published.

Rose Angus presented the subject residuals and made a note on the following subjects:

- Food Tech was changing to BTEC
- Sport was changing to BTEC
- French had improved in attainment
- English Language had performed better than Literature

Rose Angus reminded governors that all subjects were now on the new GCSE courses.

The governors noted that they were pleased with the positive change to the progress 8 figure.

There was a lengthy discussion around the curriculum being differentiated for all students as this needs to be flexible in order for the college to remain highly inclusive. This flexibility must be monitored for safeguarding and documented through referral panels. Sue Thistlethwaite as the governor link for Inclusion could monitor the students with issues, monitor their impact on results and help with any resources needed. The governors agreed that Sue Thistlethwaite will report back on these students who do not access the full curriculum on a termly basis.

7. Quality of Teaching

On agenda for next meeting.

8. Governor Feedback

BSF

Sue Billington reported there were still problems with the floor in the dining room which had been escalated to the LA and a meeting had been arranged with Phil Coyne.

Major Incident Review

Sue Thistlethwaite reported that in July there had been 2 disciplinary panels for permanent exclusions and after these disciplinary meetings the panel met for a review of the major incident. The outcome of the meeting was that the staff had handled the situation well, the debrief to staff had been carried out in a timely and swift manner, the Chair of Governors had written to all staff and the college staff had really come together as a team. The outcomes learned were that if police need to be called to incidents it must to be made clear how urgent the situation is, staff need refresher restraint training and the lock down needs to be tighter especially in Main Reception and some external gates. These were BSF issues which now need to be resolved.

ACTION: The specific actions noted below were to be reviewed at the November meeting:

- ERU to meet with the police to discuss a tick list of the conversation that should be had when a serious incident is occurring.
- This tick list to be distributed to all admin staff/Senior leaders that may need to make that phone call.
- POs to receive refresher restraint training.
- Specific senior staff to receive restraint training.
- RAN to review the main reception to make the area safer and more secure.
- RAN to look into putting a fob on the staff car park gate.
- RAN to look into the panic alarms in both receptions.
- RAN to review the lock-down procedure.
- RAN to feedback her findings to governors.

9. Report from Trust Board

Sue Billington reported that at the last meeting there had been discussions on BSF regarding the size of the issue around the project plan and snag lists. The Trustees had also looked at the results and were now continuing to discuss the strategy of partnerships.

10. College Finance

Catch-up Premium

Jane Brown presented the Year 7 catch-up premium report and plan and spoke about the support that the identified students had been given with the additional funding. Jane Brown noted that the college were well below national achievement in literature and numeracy and the impact of the spending had been successful. The figure allocated for 2017-18 is £21,421.

Pupil Premium

Jane Brown took the governors through the Pupil Premium report. She noted that the Progress 8 figures still need to be inserted into the report. Jane Brown reported that the vast majority of the funding is spent on additional staffing for extra intervention for students.

Finance

Tony Barradell reported that there was little to report and he was satisfied with the level of spending. The final CFR report was agreed and signed by governors.

11. Staffing Matters Update

Jane Brown presented the new Leadership Structure. She also reported that there were 5 support staff middle leaders which met on a half termly basis.

Jane Brown reported on the teaching structure and explained that as Assistant Principals had left the college there had been a restructure to create the posts of Directors of Learning. These posts have been brought in to drive the improvements across curriculum areas. These would focus on the quality of teaching and learning and results. This meant that the Assistant Principals were now leading on strategic work as well as a focus on the year groups and pastoral.

Governors asked that the Directors of Learning attend governor meetings on a rota basis to present their results etc. to governors.

ACTION – DOLs to be invited to governor meetings.

Ian Chakravorty left the meeting.

12. Policy Approval

The following policies were agreed by governors:

- Teaching and Learning
- Assessment
- Complaints
- Pay
- Education of Looked After Children (LAC)

A Pay Review Committee Meeting was set up for 30th October 2017 at 10.15 am.

13. Any other business

- Jane Brown presented the proposed equality objective of the college. This is to close the gap in attainment and progress between individual students and all groups of students; especially boys and girls, students eligible for Pupil Premium, students with SEND, Looked After Children and students from different ethnic or cultural groups. This was agreed by governors.
- Jane Brown explained that with the new Directors of Learning in place the college would be moving forward on working on an Arts Strategy to build cultural capital and resilience. It was agreed by governors that Ellen Rudge-Tezcan would be the link governor and report back to governors on the progress of this.

Meeting closed: 6.53 pm

Next meeting: Thursday 9th November 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	November
5	Ellen Rudge-Tezcan to present Safeguarding Report.	Ellen Rudge-Tezcan	On agenda
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	November
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	On agenda
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	November
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	November
14	Governors to write to the Principal EWO to pass on their thanks	Jane Brown to draft	Ongoing
15	Sue Thistlethwaite to report back on students who do not access the full curriculum.	Sue Thistlethwaite	Termly
16	The specific actions noted from the major incident review were to be discussed at the November meeting.	Rose Angus	New
17	DOLs to be invited to governor meetings.	Jane Brown	New