

Minutes of a Meeting of New College Leicester Governing Body held at the College on Wednesday 22nd April 2015 at 5.00 pm.

Present

Sue Billington – Governor
David Guilford – Governor
Trevor Low – Governor
Dipak Patel – Governor
Deborah Rose – Governor
Jenny Wilson – Governor
Paul Wilson – Governor

In Attendance

Rose Angus – Associate Principal
Lynn Dawson – Clerk to Governors
Steve Shipman – Assistant Principal
Nicky Tomkins – Head of Post 16

1. Student Behaviour, Attendance and Safeguarding

Ellen Rudge-Tezcan introduced the Student Council who had been asked by the governors to present on changes they have made and Anti-Bullying work. The Student Council presented their slide show and informed governors that there are now ambassadors working with the students. They spoke of changes they had made for students i.e. new uniform, more practical tasks in lessons, detentions for incorrect equipment, more rewards, wider variety of food in the canteen etc. and noted that they would like more trips for topics especially to the countryside and more guest speakers to come in and speak to the students i.e. authors.

The student council will be sending out questionnaires to all students to find out what they would like to see improved so that they can discuss at their next student council meeting.

The governors thanked the student council for their presentations.

2. Apologies for absence

Tony Barradell – Governor
Jane Brown – Principal
Ian Chakravorty – Governor
Sue Thistlethwaite – Governor

3. Matters Arising from the Minutes

Item 1 – Next meeting of Student Disciplinary Panel – ongoing

Item 2 – Governors to explore sponsorship opportunities – Sue Billington asked Governors to keep in mind what the student council had said regarding guest speakers

Item 3 – Governors' termly seminar – ongoing

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

Item 5 – Jane Brown to complete a high level spend plan for the College – progressing and ongoing

Item 6 – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – termly

Item 7 – Governors to devise a business plan for the new build catering facilities – Sue Billington informed governors that the café was open and operating very well.

4. Declaration of Interests

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 Westgate School.

5. Post 16

Rose Angus introduced Steve Shipman, Assistant Principal and Nicky Tomkins, Head of Post 16 to present the results and vision for Post 16.

Steve Shipman explained that the results for last year were low as Post 16 had lost 3 students before the end of their course therefore this had a massive impact on the results. tabled the Post 16 PANDA report which reports on Level 3. Governors asked to see a report for Level 2.

Nicky Tomkins presented how Post 16 used to be, the results and where Post 16 is going. She went on to explain that Post 16 are now becoming more involved with student life i.e. paired reading, lunchtime duties, mentoring, buddying etc. and the college are now focusing more on keeping students into Post 16 from Year 11. This has been done by presenting in assemblies and going out into other schools. Nicky Tomkins informed governors that as there are now more staff qualified to teach to A Level standard and as a consequence the college can offer more subjects.

A discussion took place around Post 16 and the governors noted their unease in offering more subjects. They requested a 3 year view to be presented at a later meeting.

The governors thanked Nicky Tomkins and Steve Shipman and Nicky Tomkins left the meeting.

6. Student progress against targets

Steve Shipman tabled the RAISE online report for the previous year's examination results and informed governors that the headline figures for 2015

were currently 40.3%. He noted there have been a lot of changes in the RAP meeting to focus on the crucial students in the run up to exams. He noted there is a concern over Maths therefore intervention is taking place on top level students. The shortage of Maths teachers from last year had impacted on this year. Steve Shipman noted that Year 10 are now stronger. He informed governors that there is a lot of work going on by the Head of Maths and his team to pick up progress. Governors raised their concern about the progress in maths across the years.

A discussion took place around the RAISE online report.

7. Attendance

Ellen Rudge-Tezcan informed governors that student attendance was tracking at 93% with a difficult cohort of students. She explained that Sue Thistlethwaite had undertaken an Attendance Audit last week and this would be fed back to governors at the next meeting. Ellen Rudge-Tezcan informed governors that Persistent Absentees were being closely monitored.

8. Governor Feedback on work with the College

Sue Billington informed governors that the attendance Audit feedback would be postponed until the next meeting.

9. Report from Trust Board

Sue Billington informed governors that the cycle path had now been agreed and was being activated.

10. College Finance

Sue Billington informed governors that there were no problems with the college finance.

11. Staffing Matters Update

No staffing matters to report.

12. Policy Approval

The following policies were agreed and adopted:

- Appraisal Procedure for Teachers
- EAL Policy
- Collective Worship Policy
- Behaviour Policy
- Freedom of Information Policy
- Admissions Policy
- Allegations against staff Policy
- Attendance Policy
- Backup Policy
- Charging and Remissions Policy
- Confidentiality Policy and Procedures
- Equalities and Cohesion Policy
- Governors' Allowances
- Lettings Policy and Procedures

- Relationships and Sex Education Policy and Procedures
- Work-Life Balance Policy

Two policies were tabled for agreement at the next meeting: Physical Intervention Policy and Quality Assurance Policy.

13.AOB

- Sue Billington informed governors that there was a problem with the Astroturf at the Sports Club and she would be inviting Wayne Allsopp to the next meeting to update governors on the situation.
- Sue Billington informed governors that Galliford Try and the LA had tried to hand over the BSF building but it had been refused due to the North Block being incomplete.
- Sue Billington informed governors that Jane Brown's mother was very ill in Scotland and Rose Angus had taken over for the interim period. She noted that the College had a very strong management team in place and the governors thoughts are with Jane.
- Paul Wilson explained that he had received a feedback phone call from The Key and the website was worth looking at.
- Rose Angus explained to governors that the "Keeping Children Safe in Education" had been issued to all staff and 93% had read, signed and returned them.

Action:

Lynn Dawson to email the document to governors to read, sign and return.

- Spend

Action:

- Tony Barradell to review and feedback to governors at a later meeting on the spend against national and LA spend.
- Trevor Low informed governors that the Air Extraction Ventilation in the Small Hall of the College is not working correctly,

Action

Rose Angus to raises with Chris Gowans, Estate Manager

Next meeting: Wednesday 20th May 2015

Meeting ended: 7.30 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	Jane Brown to complete a high level spend plan for the college	Jane Brown	Ongoing
6	Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate	Sue Thistlethwaite	Termly
7	Governors to devise a business plan for the new build catering facilities	Sue Billington	Ongoing