

Minutes of Meeting of New College Leicester Governing Body held on Thursday 5th October 2023 at 5.00 pm.

Present

Sue Billington – Chair of Governors
Jane Brown – Principal
Ian Chakravorty – Governor
Councillor George Cole – Governor
Trevor Low – Governor
Deborah Rose – Governor
Ellen Rudge-Tezcan – Governor
Paul Wilson – Governor
Lynn Dawson – Clerk

In attendance

Cerin Wilson – Assistant Principal

1. Apologies for absence

Angus Fraser - Governor
Dipak Patel – Governor
Sue Thistlethwaite – Governor
Kate Walewska - Governor

2. Minutes of last meeting

The Minutes of the meeting held on 15th June 2023, having been previously circulated, were taken as read, noted and signed as a true record.

3. Matters Arising

1. Governors to offer dates to sit on Student Disciplinary Panels – ongoing.
2. Governors to explore sponsorship opportunities with their contacts – ongoing.
3. Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – scheduled on December agenda.
4. Jane Brown to complete a high level spend plan for the college – Jane Brown, Principal, informed governors that the condition survey had been completed and a meeting was taking place with the LA on Monday to try and re-establish the school as maintained.
5. Sue Thistlethwaite to look at, and report back on SEN students – scheduled on December agenda.
6. A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure – on agenda.
7. DOLs to be invited to governor meetings – ongoing.
8. To prepare a business case for the future of Post 16 provision at New College Leicester – ongoing. Jane Brown stated there are only 5 Post 16 students currently on roll.
9. Jane Brown to speak to Wayne Allsopp re ventilation in small hall – as agenda 4 – in conjunction with the condition survey.
10. To compile a brief of a timeframe for the contractors carrying out the condition survey and submit to governors – completed.
11. Sue Billington, Chair of Governors, to carry out a H&S visit on the canteen areas – Sue Billington to liaise with Wayne Allsopp regarding dates
12. Governors to write to Vi Dempster regarding their concerns around safeguarding support - ongoing

4. Declaration of Interests

Sue Billington declared that she was a director for Propraxis, Trustee of Anstey Jubilee Hall and Grounds Charity, Anstey Parish Councillor and Trustee of Anstey Town Charity. Trevor Low declared that he was Chairman of Hinckley Gymnastics Club which holds the operating license for the New College Gymnastics Centre and Director of Clarendon Sports Ltd. Deborah Rose declared that she was a consultant for Edwards and Edwards. Paul Wilson declared that he is the Principal of Wyggeston and Queen Elizabeth I and Regent College. Ian Chakravorty declared that he is Director of Subio Services Ltd. Dipak Patel declared that he is Director of Alchemmy Consulting Ltd, Sonikk Ltd, Redimeer Ltd, Double 6 Ltd and Dasad Ltd. Kate Walewska declared that she is Deputy Director for Global Recruitment for University of Leicester and Board Director for the Holy Spirit Multi Catholic Academy. Angus Fraser declared that he is Director of BID Leicester Limited and Dynamic Restaurants Limited. Councillor George Cole declared he is a local City Councillor.

5. Data

Year 11 results

Cerin Wilson, Assistant Principal, presented the Year 11 results report and noted two cohort figures showing: 1 with cohort of 171 with 7 students disapplied as new to country and 2 with cohort of 119 showing all students that had attendance of 90% or above. Cerin Wilson noted that the college is in quintile 5 of the disadvantaged schools in Leicester City Council and the boundaries had now changed. She noted that the Progress 8 figure had been -0.22 for cohort 1 and 0.43 for cohort 2. Compared to 2019 figures, these figures were very similar. Cerin Wilson explained that the current figures could not be compared to national figures as they had not yet been released but these were still positive figures.

Cerin Wilson, Assistant Principal, explained the results for:

- SEN cohort 1 – 1.35 and cohort 2 - 0.60
- Boys cohort 1 - 0.37 and cohort 2 - 0.36
- Girls cohort 1 - 0.03 and cohort 2 - 0.52
- EAL cohort 1 – 1.09 and cohort 2 – 1.18
- Disadvantaged students cohort 1 – 0.73 and cohort 2 - 0.42

Cerin Wilson, Assistant Principal, noted the good results of the EAL students.

Cerin Wilson, Assistant Principal, explained that having lower attendance caused a higher impact in the school and also that the LA had now withdrawn the higher level of Educational Welfare Officer service from schools due to a new government policy. This meant that the internal attendance team had had to take on more work.

Post 16 results

Cerin Wilson, Assistant Principal, explained that five Post 16 students had studied hairdressing and only one had passed due to non-attendance. She explained that the hairdressing course had now changed. Two students had studied Level 3 Enterprise and had both passed with D*D*D* and DDD respectively.

New Year 11

Cerin Wilson, Assistant Principal, explained that the new year 11 cohort were working at 4+ of 32% which was an increase on last year which had been 26.9%. Intervention had already taken place for English and Maths and the school were particularly focusing on higher ability students. These students had started receiving mentoring straight after the year 10 mock exams and students were already asking for after-school revision sessions.

Paul Wilson, Governor, asked if any SEN characteristics were more affected and Cerin Wilson answered SEN boys. Cerin Wilson also stated that she would be running a girls intervention for high achievers as they missed skills build up due to Covid with lack of teacher and student contact but the biggest impact had been attendance on results as mentioned.

There was a discussion around the results and the governors thanked Cerin Wilson for her report and she left the meeting.

6. Ofsted Feedback

Jane Brown, Principal, explained that Ofsted had visited in June on a 2 day section 8 inspection which meant it was an ungraded inspection to ensure the school was still classed as good. Jane Brown reported that the inspectors had said the college were doing everything they could to break the cycle of deprivation but the college needed to improve attendance.

Jane Brown, Principal, explained that it was a very positive visit and thanked the governors for all of their support over the last year.

The governors agreed that the report had been a marvellous achievement and congratulated all staff.

7. Behaviour/Attendance

Suspensions

Ellen Rudge-Tezcan, Assistant Principal, reported on suspensions where in half term 6 there had been 11 suspensions which had resulted in a total of 18 days lost. The students suspended had been predominately white British male across all year groups.

Attendance

Ellen Rudge-Tezcan, Assistant Principal, presented the attendance figures which were tracking at 90.4% which was in line with current national figures. Pupil Premium attendance was tracking at 87.2% and SEN at 83.6%. Ellen Rudge-Tezcan explained that there are external factors that affect behaviour and attendance and this was student physical illness; parents; mental and emotional state and family circumstances. Ellen Rudge-Tezcan explained that the college now had a full-time Attendance Manager and although Rash Patel, Educational Welfare Officer still used the college's facilities, the Heads of Year were now liaising with the Attendance Manager instead. Ellen Rudge-Tezcan also explained that the attendance policy had been rewritten whereby there was more emphasis on the role of the form tutor which then escalates to HoY, SLT link, TASM (Telephone Attendance Support Meeting) then the Educational Welfare Service and this system was starting to have an impact. There were also more home visits being made by 2 members of staff and the college would still produce penalty notices for holidays. The penalty notices for non-attendance were still being produced occasionally by the Education Welfare Service once the college had all evidences in place.

There was a discussion around the EWS service and Jane Brown, Principal, noted that the Education Welfare Officers now had to hold termly meetings with every school to hold the schools to account for improving attendance.

Paul Wilson, Governor, informed governors that there was a 2 year waiting list for CAMHs and Deborah Rose, Governor noted that the school would make positive impacts on students' mental health and attendance by running activities such as breakfast club.

The governors thanked Ellen Rudge-Tezcan for her reports.

8. Admissions and Mobility

Jane Brown, Principal, presented the student mobility report and noted that in August, 23 year 7 students had not turned up to the college due to various reasons and there was still lots of inward migration with lots of movement between schools. Jane Brown then spoke about the Elective Home Education numbers with a total of 10 for the year 2022/23. She explained that all parents have a right to home education and if they can provide an adequate education for their child the LA have no power to get involved. If they cannot then the LA can issue an education order to parents.

9. Safeguarding Training

Ellen Rudge-Tezcan, Assistant Principal, presented refresher safeguarding training to all governors present.

10. Annual Safeguarding Report

Ellen Rudge-Tezcan, Assistant Principal, presented the annual safeguarding report and noted that the number of safeguarding concerns referred to the safeguarding team in 2020/21 had been 187; 2021/22 had been 816 and 2022/23 had been 1196. This was also the case with safeguarding concerns referred to Children's Social Care which was 2020/21 -75; 2021/22 – 277 and 2022/23 – 624. She noted there had been a huge increase of referrals year on year.

The governors thanked Ellen Rudge-Tezcan for her reports

11. Finance

Jane Brown, Principal, presented the finance summary for 2023/24 and noted that the NEU had accepted a pay offer for teaching staff of 6.5%. The government had agreed to fund 3% therefore the school had to fund 3.5% from their budget. Jane Brown, Principal, noted that the support staff pay increase had not yet been agreed.

Sue Billington, Chair of Governors, explained she had gone through the Outturn Statement and approved it and the governors approved this.

12. Governor Feedback

Health and Safety Visit

Sue Billington, Chair of Governors, presented her report and informed governors that she had found the school totally compliant with Health and Safety and that was down to the hard work of Chris Gowans, Estates Manager. The governors thanked Chris for his hard work.

13. Specials

Governance

- Sue Billington, Chair of Governors, explained that Richard Seaman, Finance Governor had stepped down from his post as governor. Sue Billington and the governors thanked Richard for his contribution to the college and wished him well. Sue Billington explained therefore, that the post of finance governor was now vacant.
- Sue Billington, Chair of Governors, stated that the committee structure had been updated and if anyone had any queries, to speak to Lynn Dawson.
- Sue Billington, Chair of Governors, presented the updated Governors Code of Conduct which was unanimously agreed by all governors present.
- Sue Billington, Chair of Governors, spoke about the Governors Scheme of Delegation and due to the resignation of Richard Seaman, would need to be updated. The updated copy would be brought to the next governors meeting.
- Lynn Dawson, Clerk to Governors, asked all governors present to update and sign their register of business interests.

College Self-Evaluation and College Improvement Plan

Jane Brown, Principal, presented the College SEF and noted this had been drawn up against the Ofsted framework and it is how the college is measured.

14. Policies for Approval

The governors agreed the following policies:

- Admissions
- Appraisal
- Assessment and Feedback
- Behaviour
- BTEC Employer Involvement
- BTEC Malpractice
- Capability
- Children with Health Needs who Cannot Attend School
- CPD
- Induction of ECTs
- Education of Looked After Children
- Employee Sickness Absence Management
- Grievance
- Low-level Concerns
- Personal Emergency Evacuation Plan
- Post 16 Bursary Fund
- Pupil Premium
- Safeguarding and Child Protection
- School Uniform
- Special Educational Needs or Disabilities
- Suspensions and Permanent Exclusion
- Teaching and Learning

15. Any Other Business

- Jane Brown, Principal, noted that a long-standing member of staff had been diagnosed with Stage 4 lung cancer, therefore, staff were quite wobbly and finding the behaviour of students challenging. She noted that all staff were supporting each other through this difficult time.

The meeting closed at 7.04 pm.

Next meeting: Thursday 7th December 2023 at 5.00 pm

Matters Arising

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 Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/ Jane Brown	December 2023
4	Jane Brown to complete a high level spend plan for the college.	Jane Brown	Ongoing
5	Sue Thistlethwaite to look at, and report back on: <ul style="list-style-type: none"> • impact of student disciplinary panels with a success rate. • looked after children • students who do not access the full curriculum • spending of pupil premium and the students' exclusion/attendance rates. 	Sue Thistlethwaite	December 2023
6	A 10-minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge- Tezcan	Ongoing
7	DOLs to be invited to governor meetings.	Jane Brown	Ongoing
8	The Governors requested a Business Case for the future of Post 16 provision at New College Leicester	Jane Brown	Ongoing
9	Jane Brown to speak to Wayne Allsopp re ventilation in small hall.	Jane Brown	See item 4
10	Sue Billington, Chair of Governors, to carry out a H&S visit on the canteen areas.	Sue Billington	End of academic year
11	Governors to write to Vi Dempster regarding their concerns around safeguarding support	Sue Billington	Ongoing
12	Governors to approve the updated Scheme of Delegation	Sue Billington	December