

Minutes of Meeting of New College Leicester Governing Body held on Thursday 13th June 2024 at 5.00 pm.

Present

Sue Billington – Chair of Governors
Jane Brown – Principal
Ian Chakravorty – Governor
Angus Fraser - Governor
Simon Groschl – Governor
Trevor Low – Governor
Julianna Mainard-Sardon – Governor
Deborah Rose – Governor
Ellen Rudge-Tezcan – Governor
Sue Thistlethwaite – Governor
Paul Wilson – Governor
Lynn Dawson – Clerk
Shirley James – Principal's PA

1. Apologies for absence

Councillor George Cole – Governor
Dipak Patel – Governor
Kate Walewska - Governor

2. Minutes of last meeting

The Minutes of the meeting held on 2nd May 2024, 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 – A panel was held last week. Thank you to the governors that attended.
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 – on agenda.
4. Jane Brown to complete a high level spend plan for the college – ongoing. Jane Brown noted that the building had had a new roof – closed as moving to Academy.
5. Sue Thistlethwaite to look at, and report back on SEN students – on 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 – on hold.
9. Jane Brown to speak to Wayne Allsopp re ventilation in small hall – to be picked up by Nova Trust.
10. Sue Billington, Chair of Governors, to carry out a H&S visit on the canteen areas – Sue Billington noted she had met with Chris Gowans to carry out this visit - closed
11. Governors to write to Elaine Pantling regarding their concerns around safeguarding support – George Cole, Governor, noted that Elaine Pantling had now taken over Education at the LCC therefore Sue Billington asked George if he could invite Elaine in for a tour of the college.
12. Sue Billington, H&S link governor to carry out a H&S visit – Sue Billington noted she had met with Chris Gowans to carry out this visit – closed
13. George Cole to invite Elaine Pantling, City Mayor – Education, into the college for a tour – to be arranged

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, Trustee of Anstey Town Charity and Chair/Trustee of Action Homeless Leicester. 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. Simon Groschl declared that he works for the Leicester City Council.

5. Appointment of Governors

Mrs Juliana Mainard-Sardon was appointed as Associate Governor with full voting rights for a term of 4 years.

Mr George Cole was re-elected as an Authority Governor for a term of 4 years.

6. Behaviour/Attendance

Suspensions

Ellen Rudge-Tezcan, Assistant Principal, reported on suspensions where there had been 22 fixed term suspensions and 1 permanent exclusion issued with a loss of 57.5 days in total. These had been 19 students: 12 males and 7 females. The majority of suspensions had been issued due to persistent disruptive behaviour. Ellen Rudge-Tezcan noted that behaviour had been particularly challenging in years 8 and 9 and that social media was having a massive impact on behaviour which in turn has a negative impact on attendance.

Attendance

Ellen Rudge-Tezcan, Assistant Principal, then presented the attendance figures which were tracking at 90.2%, with SEN students tracking at 84.7% and Pupil Premium students tracking at 86.9%. Ellen Rudge-Tezcan noted that there had been an influx of chicken pox and families with family issues overseas therefore students had been taken out of college.

Angus Fraser, Governor, asked if suspensions were having a better affect and impacting on other students' decisions. Ellen Rudge-Tezcan noted there had been an impact in years 8 and 9 and noted that although students valued coming to college, parents do not necessarily think it is a priority and with funding being cut for external agencies, it was difficult to get some parents to engage.

Jane Brown, Principal, noted that strategies were going to be put into place next year to raise the aspirations of students with a new careers programme and inviting more employers in.

There was a discussion regarding careers and the governors thanked Ellen Rudge-Tezcan for her reports.

7. Governor visit

Sue Thistlethwaite, Governor, fed back to governors on her safeguarding visit to the college. Sue noted that the safeguarding audit for the Local Authority had been completed and she was very happy with it. She noted that safeguarding in the college is very solid and very thorough. The governors thanked Ellen Rudge-Tezcan and the safeguarding team for their hard work.

Sue Thistlethwaite then reported back on her inclusion visit to the college. She noted that the data seems to show that the proportion of students with an EHCP has more than doubled in schools in both Leicester and nationally, while at New College they remain the same. She recognised that applying for an EHCP is a long process and SENDIAs encourages parents to apply for them which puts additional pressure on the Local Authority.

The governors noted that they were concerned and questioned about the disparity in figures.

Jane Brown, Principal, noted that the college have not been applying for EHCP due to the workload unless they felt the student belongs in a special school. She noted that the code of practice is potentially being rewritten. A few parents are claiming mental health to apply for an EHCP which is being used to not deal with students behaviours and traits and although the college only applies for the more severe cases, it is concerning that they are turned down. Jane noted that the college currently have 2 EHCP waiting for special schools which affects the whole college attendance.

Sue Thistlethwaite, Governor, then went on to note that the Looked After Children have regular reviews and action plans put in place and managed moves had increased with 13 going out to other schools and only 1 being successful with 17 students coming into the college with 4 students taken on roll and 1 extended.

The governors thanked Sue Thistlethwaite for her reports.

8. Safeguarding Training

Ellen Rudge-Tezcan, Assistant Principal, presented “Child sexual exploitation, Child criminal exploitation, County lines, Gang culture and Knife crime” training to governors. There was a discussion at the end of the training and Paul Wilson, Governor noted that WQE use an anonymous reporting website called “Whisper”. He had found this really useful for his Post 16 students. Ellen Rudge-Tezcan agreed to look into this.

The governors thanked Ellen Rudge-Tezcan for her presentation.

9. Health and Safety

Jane Brown, Principal, reported that the college would be receiving a Health and Safety Audit on the 27th June and in September, individual audits would be carried out. Jane reported that Chris Gowans had all documents ready for this audit.

Sue Billington, Chair of Governors, reported that she had carried out a Health and Safety review on the 11th June and noted that the college is a great example of good practice. She reported that Chris Gowans, Estate Manager, shares good practice and support with other organisations and is doing early work with the Nova Education Trust to look at alignment of practices. She reported that the college trips procedures had been updated and there is also an e-learning platform for H&S training in development by the LA that could be part of future CPD.

The governors passed on their thanks to Chris Gowans for his excellent work.

10. Finance

Jane Brown, Principal, presented the finance report which had been previously circulated and noted there were no issues with finance. Angus Fraser, Governor, had agreed to act as signatory for spend by governors and most of the big spends had already been carried out i.e. new roof in place. She noted that the reserves will carry the college forward.

The governors thanked Jane Brown for her report.

11. Termly Personnel Report

Jane Brown, Principal, presented the termly personnel report that had been previously circulated. She noted that there were more staff leaving than joining due to stripping out surplus staff. She noted that some staff had left under difficult circumstances and others had left due to relocation, promotion or personal reasons. Jane Brown noted that staff were still unsettled due to the redundancy process that had been carried out but no staff had been suffering from stress due to early intervention.

Trevor Low, Governor, asked if the college had received any legal challenges to the redundancy process and Jane Brown replied no.

The governors thanked Jane Brown for her report.

12. Policies for Approval

The governors agreed the following policies:

- Accessibility
- Anti-Bullying
- Behaviour
- Curriculum
- Exam Contingency
- Exam Lockdown
- Freedom of Information
- Lettings
- Non-Examination Assessment
- Quality Assurance
- School Uniform
- Teaching and Learning
- Admissions
- Attendance
- Careers Education Information Advice Guidance
- Equalities and Cohesion
- Exam Emergency Evacuation
- Exams
- Invacuation
- Medical Conditions/Administration of Medication
- Pupil Premium
- Safer Recruitment
- Slips, Trips and Falls

13. Any Other Business

Moving forward

Jane Brown, Principal, reported that the governors planner had already been created for 2024-25 and that all policies would start being written in collaboration with Nova Education Trust policies.

Sue Billington, Chair of Governors, and Ian Chakravorty, Governor, were presented with gifts as they were stepping down as governors.

The governors then presented a gift to Jane Brown, Principal, and thanked her for her loyalty to the college over 18.5 years.

The meeting closed at 18.24 pm.

Next meeting: Thursday 3rd October 2024 at 5pm

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	Jan 2025
4	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	Jan 2025
5	A 10-minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Ongoing
9	Governors to write to Elaine Pantling regarding their concerns around safeguarding support	Sue Billington	Ongoing
10	George Cole to invite Elaine Pantling, City Mayor – Education, in to the college for a tour	George Cole	Ongoing