

# Minutes of Meeting of New College Leicester Governing Body held on Thursday 15<sup>th</sup> June 2023 at 5.00 pm.

## **Present**

Sue Billington – Chair of Governors  
Jane Brown – Principal  
Angus Fraser - Governor  
Deborah Rose – Governor  
Ellen Rudge-Tezcan – Governor  
Richard Seaman – Governor  
Sue Thistlethwaite – Governor  
Kate Walewska - Governor  
Paul Wilson – Governor  
Lynn Dawson – Clerk

## **In attendance**

Wayne Allsopp – Business Development Manager  
Cerin Wilson – Assistant Principal

## **1. Apologies for absence**

Ian Chakravorty – Governor  
Councillor George Cole – Governor  
Trevor Low – Governor  
Dipak Patel – Governor

Jane Brown, Principal, informed Governors that Wayne Allsopp had won the national Business Managers Award of the Year. The governors congratulated Wayne.

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

The Minutes of the meeting held on 4<sup>th</sup> May 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 – a permanent exclusion committee was held on 6<sup>th</sup> June 2023. Thank you to the governors that sat on the panel.
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 – Jane Brown, Principal, informed governors that the initial meeting with the company that were carrying out the condition survey had taken place and that once they had completed their first phase, they would present their findings to Trustees.
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 – ongoing. Sue Billington, Chair of Governors, noted that the updated Curriculum Policy needed to reflect the options available in Post 16.
9. Jane Brown to speak to Wayne Allsopp re ventilation in small hall – ongoing.
10. To compile a brief of a timeframe for the contractors carrying out the condition survey and submit to governors – as point 4.
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.

#### **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 the Lord Mayor of Leicester. Richard Seaman declared that he is Senior Manager at Tarmac Trading Ltd.

#### **5. Trust Board Feedback**

Sue Billington, Chair of Governors, noted that the Trustees had met via Zoom on 23<sup>rd</sup> May and stated that any strategy change will not be discussed until Ofsted have visited as that will determine direction. The Trustees spoke about the condition survey and that the annual accounts had been signed off by Companies House.

Jane Brown, Principal, reported that Ofsted had published a revised timeframe due to the stress caused to Headteachers and that they could now inspect the college anytime up to July 2024.

#### **6. Data**

##### Year 11 data

Cerin Wilson, Assistant Principal, presented the Year 11 data report and noted that the cohort did not include the students without KS2 data as that was substantially lower. She noted that three students would not count in the figures due to them joining the college after the January census; five students had been taken off due to them being new to country and there was one anomaly due to the student joining the college in September but leaving after January, therefore the cohort of students at this time was 171. Cerin Wilson explained that there may be an outside chance of removing six more students from the published data due to extenuating circumstances.

Cerin Wilson explained that the exams seemed to have gone well and some students had to sit three exams in one day. Students had been positive and shown exemplary behaviour. Cerin Wilson also noted that the school ran a Saturday revision session in English where 82 students had attended. There had been complaints nationally regarding one Computer Science exam and students on placements had also presented themselves for some exams.

Cerin Wilson noted her gratitude to the Exams team.

Cerin Wilson then went on to explain that the current/last year's figures were in P8 but this year were measuring differently from last year by the exam boards returning to pre-pandemic assessments. This meant the basics figures were coming in slightly lower.

Jane Brown, Principal, noted that Cerin had been the Year 11 lead and the exams season had been extremely well organised and run. She gave thanks to the thoroughness of Cerin Wilson and the governors joined her in giving thanks to Cerin and the exams team for their hard work.

### Year 10 data

Cerin Wilson, Assistant Principal, explained that target setting was already focused on Year 10 and the KS2 results were down based on 2022 results. This was giving an estimated attainment figure of 48.19. Cerin Wilson explained that she had suggested that the target set for Year 10 should be the following: Progress 8 – 0: Attainment 8 – 48: Basics 5+ - 40% and Basics 4+ - 60%. Governors debated and then agreed these targets. Cerin Wilson noted that she was being ambitious with the figures but was hoping that governors could support that ambition although the targets may not be met. Cerin Wilson also explained that the school were moving quicker with this cohort as they were already meeting mentors, teaching revision strategies earlier than last year and having progress meetings with Heads of Year. She noted there were 7% of students with missing KS2 data and that it was a much more stable cohort.

The governors unanimously agreed the ambitious targets after a discussion. The governors also noted that there were no Ebacc targets and Cerin Wilson explained that there were 2 French groups and 1 Spanish group with 3 language teachers being fully timetabled.

The governors thanked Cerin Wilson for her report and she left the meeting.

## **7. Teaching and Learning**

Jane Brown, Principal, explained that there was no Teaching and Learning report to present but noted that with regards to the ECT programme, the LA officer leading this had retired and the LA had passed responsibility over to the teaching school. The teaching school had been into the college today and had written on social media that the college was a wonderful example of an excellent programme.

The governors asked for their congratulations and thanks to be passed on to Sheree Curtis, Assistant Principal.

## **8. Behaviour/Attendance**

### Attendance

Ellen Rudge-Tezcan, Assistant Principal, presented the attendance figures which were tracking at 90.3% which was a drop of 0.1%. She noted that some year 11 had dropped off due to the long exam season. She explained that Pupil Premium attendance was tracking at 87.5% and SEN students were tracking at 83.7%. Ellen Rudge-Tezcan noted there were 169 current SEN students with some classed as severe absentees (17) with them either having child protection support or being historically known as child protection cases. She also noted that the college were still dealing with post pandemic issues.

Jane Brown, Principal, explained that attendance was generally suffering at national level. She explained that the government were now changing strategies which has led to the LA withdrawing the Educational Welfare Office service and would now only be carrying out termly visits to schools. This meant the processes in schools needed to change as the school now needed to do more on attendance before an EWO could get involved as the service could no longer be bought in and the EWO's could only work on high end issues i.e. fines. This also meant that job roles needed to change internally.

### Suspensions

Ellen Rudge-Tezcan, Assistant Principal, reported on suspensions where in half term 5 there had been 15 suspensions and 1 permanent exclusion which had resulted in a total of 27 days. There had been 1 student suspended three times, 7 being male and 5 being female. Ellen Rudge-Tezcan noted this had been an increase from last term but this action was having a positive impact.

The governors thanked Ellen Rudge-Tezcan for her report.

## 9. Safeguarding Training

Ellen Rudge-Tezcan presented safeguarding training on LGBTQIA+ which stands for Lesbian, Gay, Bisexual, Trans/Transsexual/Transgender, Queer or Questioning, Intersex, Asexual and + including members of other communities, including people who support LGBTQIA people. There was a discussion around the presentation and Ellen Rudge-Tezcan tabled a leaflet that was available to all students and staff in the school detailing how to find support in Leicester.

The governors thanked Ellen Rudge-Tezcan for her presentation.

## 10. Finance

Richard Seaman, Governor, explained that the actual closing carry-over for 2022-23 was 1.64 million. Richard Seaman noted that a lot of the carry-over from this year was due to be spent on maintenance as per the condition survey. The proposed budget for 2023-24 had already been circulated to governors and this had been agreed. The CFR (Finance Report for the LA) was also signed by the Chair of Governors and agreed.

## 11. Governor Feedback

### Inclusion

Sue Thistlethwaite, Governor, presented her report on her visit to Inclusion that had already been circulated to governors. She noted, in summary, that there had been a delayed impact of Covid whereas normally Karen Simpson, Director of Learning for Inclusion, usually identified SEN students in year 7 for EHCPs, but now students in years 8/9 were being identified and more parents were asking for them to be assessed. There had although, been one student that had arrived in year 7 with an EHCP and was now in year 9 but no longer needed it.

Sue Thistlethwaite explained that there were three refugees in the college with one that comes in from Newark in a taxi every day. PEPs had been held for all looked after children and the policy around searches was discussed with a central file now being held by Karen Simpson following on from recommendations from the last Governors disciplinary meeting. Sue Thistlethwaite also mentioned that recruitment is becoming increasingly difficult for Teaching Assistants along with other staff.

Sue Thistlethwaite noted that Edwina McGuire, EAL leader, is in the finals of the National TES Awards for Subject Leader of the year in London in June and the governors wished her good luck and congratulations.

### Safeguarding

Sue Thistlethwaite, Governor, presented her report on safeguarding that had already been circulated to governors and noted the number and complexity of cases is continuing to rise. At 8<sup>th</sup> May, there had been 901 safeguarding issues to deal with (this figure now stood at 1140) but she explained this showed that the college's safeguarding procedures were working. Sue Thistlethwaite reported there was no method to benchmark cases across national but the external support was not there. External agencies were asking schools to do more and more but the schools don't have the specific skills. This is shown by having a 50% shortage of Social Workers in Leicester City Council with thresholds to access the service therefore being higher. Sue Thistlethwaite noted that there is support in the college for Ellen Rudge-Tezcan and the safeguarding team.

There was a discussion around safeguarding and Sue Thistlethwaite noted she is convinced that the college are doing their best and looking after staff.

The governors raised that they were extremely concerned about the number of safeguarding issues and the lack of external support the college were receiving. The governors stated they were shocked by the acceleration of numbers.

**ACTION:** Governors to write to Vi Dempster as the LA Lead politician for schools with their concerns around safeguarding support and ask for her to look at the concerning numbers.

The governors thanked Sue Thistlethwaite for her reports.

## **12. Specials**

### Health and Safety Report: Spring Term

Wayne Allsopp, Business Development Manager, presented the Health and Safety report written by Chris Gowans, Estate Manager, that had already been circulated to governors and reported that Chris is now meeting regularly with high risk Health and Safety areas i.e. PE. He also mentioned that the swimming pool policy had been updated due to some changes being made by the LA and with slight changes in the Keeping Children Safe in Education policy.

Wayne Allsopp also noted that that the college had received a visit from the Environmental Health Officer and had received a 5 star rating which was a huge credit to Shelly Hosking and her catering team.

The governors acknowledged that Chris Gowans, Estate Manager, was an expert in his field and he had kept all staff safe through Covid. The governors noted they would be writing to Chris Gowans to acknowledge his hard work.

The governors thanked Wayne Allsopp for his report.

### Personnel Report

Jane Brown, Principal, presented her personnel report which had already been circulated to governors and noted that there had been fifteen resignations in the Spring/Summer Term with twelve staff being recruited in the Spring/Autumn Term. Jane Brown explained that staff were leaving due to promotion or relocation and there were two staff previous returning to the college. From the staff recruited, there were three new ECT teachers and all others were experienced teachers. Eleven of the staff would be going into their second ECT year. Jane Brown noted that nationally across schools, they are finding it a lot harder to recruit teachers and support staff.

## **13. Policies for Approval**

The governors agreed the following policies:

- Anti-bullying
- Art, DT and Performing Arts H&S
- Attendance
- Careers, Education, Information, Advice and Guidance
- Exam Contingency Plan
- Exam Evacuation
- Exam Lockdown
- Exams
- Food
- Freedom of Information
- Hairdressing H&S
- Lettings
- Non-examination Assessment

- Record Management
- Safer Recruitment

#### **14. Any Other Business**

- Jane Brown, Principal, gave her sincere, heartfelt thanks for the care and support that the college had received from governors over the past year. She noted that it had been a tough year but the college always felt that they have the governors' backing therefore she gave thanks from the staff and students.

The meeting closed at 7.09 pm.

**Next meeting: Thursday 5<sup>th</sup> October 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"> <li>• impact of student disciplinary panels with a success rate.</li> <li>• looked after children</li> <li>• students who do not access the full curriculum</li> <li>• spending of pupil premium and the students' exclusion/attendance rates.</li> </ul>	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	As soon as possible
9	Jane Brown to speak to Wayne Allsopp re ventilation in small hall.	Jane Brown	Ongoing
10	To compile a brief of a timeframe for the contractors carrying out the condition survey and submit to governors.	Wayne Allsopp	Ongoing
11	Sue Billington, Chair of Governors, to carry out a H&S visit on the canteen areas.	Sue Billington	End of academic year
12	Governors to write to Vi Dempster regarding their concerns around safeguarding support	Sue Billington	New