

# Minutes of Meeting of New College Leicester Governing Body held on Thursday 26<sup>th</sup> January 2023 at 5.00 pm.

## **Present**

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

## **In attendance**

Kate Brown – Director of Learning for Expressive Arts (part)

Sue Billington noted the order of the agenda would be changing due to time restrictions.

Owen Jones, Governor, noted that his term as governor had come to an end and he would not be re-standing. The governors thanked him for all his hard work over his term on the board and Owen Jones left the meeting.

## **1. Behaviour/Attendance**

### Attendance

Ellen Rudge-Tezcan presented the attendance report and stated that the current attendance figure is 90.4% with pupil premium at 87.8% and SEN at 84.4%.. She noted the school had been hit by Covid, chest infections, sickness and chicken pox but the attendance team were tightening up on procedures by ensuring that first day absence calls were being made promptly. She noted there were some challenging students affecting attendance i.e. students involved with social services, police, mental health issues etc. and there were also severe absentees with below 50% attendance. The school had held the highest number of School Attendance Panels in the autumn term of 229 with 32 penalty notices being issued and 11 holiday fines being issued. No students had yet been taken to court but there were several going through the start of a court process. Ellen Rudge-Tezcan stated that the attendance team met fortnightly and she met with the EWO daily.

There was a discussion regarding attendance with Ellen Rudge-Tezcan noting that the attendance figures were in line with national figures.

### Behaviour

Ellen Rudge-Tezcan informed governors that there had been 9 fixed term suspensions during half term 2 which ranged across each year group and had been mostly for physical behaviour. The figure was higher than half term 1 but due to the actions being taken, the students were now settling down.

### Termly Safeguarding Report

Ellen Rudge-Tezcan presented the termly safeguarding report which had been previously circulated and noted there had been 274 potential child protection cases referred to the Designated Safeguarding Lead and Designated Members of Staff during the Autumn term and of these, 72 cases had been referred to the Children's Duty and Assessment Team whilst the support for the other 202 cases had come from the school's pastoral staff, the School Nurse

or other external agencies.. There are currently 37 open child protection cases in total either on a CP plan, Children in Need plan, receiving support from Early Help or undergoing a single assessment.

Ellen Rudge-Tezcan noted there had been over 500 communication logs recorded on MyConcern in the Autumn Term and 46 Operation Encompass calls recorded. This was due to an increase of referrals due to domestic violence cases. There had also been 35 incidents of children reported missing where one student had been a reoffender but they had all been found safe and well. Governors asked for the next report if they could have the number of students reported missing and not the number of incidents.

The governors thanked Ellen Rudge-Tezcan for her reports.

### Safeguarding Refresher Training

Ellen Rudge-Tezcan took governors through safeguarding refresher training. She noted that the safeguarding team was expanding due to the demand on the team. There was a discussion on viewing online content and Ellen Rudge-Tezcan stated that staff have refresher training on this every year and there is a “Wake up Wednesday” where information is circulated to all staff about online media content.

There was also a discussion around external agencies supporting students and Ellen Rudge-Tezcan informed governors that 1 in 2 students now suffer with poor mental health. The Mental Health in Schools Team for the West of Leicester run by Andrew Starr is based on an external building at the college. They support the school along with the Education Psychologist (1 day per week) which is funded by the school. The school nurse also comes into school once a week. There are also students already under CAMHs but there is a 36 month waiting list for this. The school have also included ‘building mental health’ into the curriculum to try and reduce early stages of problems.

The governors thanked Ellen Rudge-Tezcan for her reports and she left the meeting.

## **2. Apologies for absence**

Dipak Patel – Governor

Kate Walewska - Governor

## **3. Minutes of the last meeting**

The Minutes of the meeting held on 10<sup>th</sup> November 2022, having been previously circulated, were taken as read, noted and signed as a true record.

Richard Seaman, Governor, asked if the Lone Working Policy had been updated from the last meeting and Jane Brown, Principal replied that a paragraph had been put in regarding lone working not happening at the school.

## **4. 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 – termly
4. Jane Brown to complete a high level spend plan for the college – ongoing. Jane Brown reported that she had met a new company that had agreed to carry out a condition survey in the Summer. This would be a 5 year in depth report and would cost approx. £18-20,000. The report would be presented to governors around November 2023 once published.
5. Sue Thistlethwaite to look at, and report back on SEN students - termly
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 – Kate Brown attending this meeting
8. To prepare a business case for the future of Post 16 provision at New College Leicester – ongoing
9. Jane Brown to speak to Wayne Allsopp re ventilation in small hall – Ongoing – will be included in the condition survey
10. There is to be a mini audit on the re-offenders' case studies and findings reported back to governors - closed.
11. To compile a brief of a timeframe for the contractors carrying out the condition survey and submit to governors – as point 4.
12. Report on the funding streams and finances to be produced for governors as part of upskilling them - January

## **5. 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.

Kate Brown, Director of Learning for Expressive Arts entered the meeting.

## **6. Data**

Jane Brown, Principal, presented the data reports to governors on behalf of Cerin Wilson. She reported on 2022 Leavers – Comparisons to National Data and noted that the Progress 8 figure was in line with the national figure. She noted that 17 students from last year's cohort had been on Alternative Provision but had come in to the school to take their GCSE exams. She also noted the high ability students had suffered more due to catch up work being done from Covid-19 and their lack of confidence in themselves to enter the Higher Tier papers.

Jane Brown, Principal, then reported on the current year 11 data. She noted that the progress 8 figure was not too far from the national figure and the headline figures were compared. The groups and subject data were discussed and Jane Brown noted there had been a range of additional opportunities offered to support year 11 students with their progress which included:

- After school revision programme
- Coursework Catch up clinics
- Intervention in Maths, Science and Sport during the school day on Wednesdays
- Boys Premier League competition
- English intervention begins next week

The governors thanked Jane Brown for the report.

## 7. Arts and Culture Strategy Overview/Quality of Education in Expressive & Performing Arts

### Quality of Education in Expressive & Performing Arts

Kate Brown, Director of Learning for Expressive/Performing Arts presented an overview on the Expressive Arts Faculty. This includes:

- Art – Kate Brown noted that Art had massively improved with 2 very strong staff and behaviour of students excellent. There are 2 classes in Years 10/11 with over 40 students in KS4 which proves it is a popular option.
- DT – Kate Brown noted there was a new Head and Second in Department with lots of expertise and there had been lots of development and focus in this subject.
- Performing Arts – Kate Brown noted that this department was made of up Drama, Music and Dance and was a very busy faculty with lots of shows and events taking place.

### Arts and Culture Strategy Overview

Kate Brown explained that the Arts and Culture Strategy will be reviewed next year with new objectives and many partnerships have evolved in the meantime. These partnerships included:

- Leicestershire Music Service – where all students have the opportunity to learn to play an instrument in the school free of charge.
- Curve Young Company – this partnership is fully funded weekly after school sessions delivered by Curve Directors. Students perform at Curve Theatre, take part in backstage tours and workshops at Curve and watch productions at Curve.
- Soft Touch/Team Hub – Project Enable are an art and music programme providing a supportive space for students to develop their self-confidence, wellbeing, positive coping strategies and social skills through high quality creative activities. This also includes sessions taking place in holidays and after school at Team Hub.
- Moving Together Dance – This is a fully funded weekly after school dance club held at the college. Students are also supported to achieve their Arts Award Bronze and Silver Awards to recognise their achievements.
- DMU dance – This is where undergraduate dance students perform in assemblies and run workshops for the school's students exploring a range of dance styles and creative activities.

Kate Brown explained that with the partnerships, the school also work in 5 partner primary schools to run weekly performing arts sessions in the primary schools with year 4 pupils. The students are invited to perform in, and watch, the school's productions and take part in creative workshops with Curve creative professionals held at NCL.

Deborah Rose, Governor, stated that this work was inspiring and closely links with supporting the mental health of students. There was a discussion regarding this and George Cole, Governor, noted that there is a good crossover with The Hub with this work.

Ian Chakravorty, Governor, thanked Kate Brown for her report noting how brilliant the work is that is being done and asked how many students were getting involved in these projects. Jane Brown replied that there were 60% of Pupil Premium students in 1880 sessions in the first half term.

Deborah Rose, Governor, asked if students had to supply their own ingredients for Hospitality and Catering practical lessons, Kate Brown replied that all recipes are costed and if any students were struggling, then the school would supply them.

The governors thanked Kate Brown for her reports and she left the meeting.

## 8. Teaching and Learning

Jane Brown, Principal, presented the Termly Teaching and Learning Report. She explained that 96% of teaching staff were now good or outstanding which had been a rapid improvement in the amount of outstanding staff. There were 7% that required improvement. 7 of these were new ECT's or year 1 teachers and are on a tight mentoring programme. Jane Brown, Principal, stated that there was lots of CPD taking place both externally and internally.

## 9. Finance

Jane Brown, Principal, presented the Finance Report. She noted there had been an increase in spend for Premises due to a full lettings programme schedule. Jane Brown noted that the school are trying to reduce energy costs which is difficult with energy costs increasing.

Richard Seaman, Governor, presented the Finance Summary which had been previously circulated. He noted that the budget was still being reviewed and as Jane Brown had mentioned there had understandably been an increase in energy costs. The full income/expenditure had not yet been clarified but looked relatively balanced with a carry forward of £650,000.

Governors thanked Richard Seaman for his report.

Sue Billington, Chair of Governors, noted that the Outturn Statement had been produced. An additional £150,000 had been spent on support staff due to their increment and this was not being funded. Jane Brown, Principal, stated that there are assumptions built into these figures. The governors agreed the outturn statement.

Sue Billington, Chair of Governors, then tabled the Standards for Financial Administration Policy and all governors again agreed this.

## 10. Specials

### Parent Voice Feedback

Jane Brown, Principal, presented the Ofsted Parent View results which had previously been circulated. She noted that the parent view is live on the Ofsted website and anyone can go and put their views on it and the results are on there for an academic year. There was a discussion about Parent View and governors noted there were no concerns about the feedback from parents.

### Re-election of governors

Sue Billington, Chair of Governors, stated that governors terms for Trevor Low and Deborah Rose were up for renewal. Trevor and Deborah had already stated that they would like to re-stand for appointment therefore governors voted unanimously for Trevor Low and Deborah Rose to serve another term on the governing board.

### Feedback on behaviour sub-group meeting

Sue Billington, Chair of Governors, noted that feedback on the behaviour sub-group meeting had already been fed back to governors and a paper had previously been circulated regarding this.

### Governors roles and responsibilities

Sue Billington, Chair of Governors, stated that the governors roles and responsibilities previously circulated needed approving by governors. The governors voted unanimously to agree them and these will be reflected in the Scheme of Delegation.

## Lead Governor Behaviour, Safeguarding and Inclusion visit feedback

Sue Thistlethwaite, Governor, summarised on her three reports. These were:

1. Walkthroughs: There were no concerns from Sue's walkthroughs
2. Safeguarding: Sue had noted how high safeguarding referrals were; morale is good amongst the safeguarding team; there are ongoing problems with external support and school communications are good with the police.
3. Inclusion meeting: Sue noted that one student had been refused an EHCP and the parents were appealing this. She noted there are now 3 looked after students in the school and the attendance procedures have been further tightened for the students who are in alternative provision. Sue also noted that the number of suspensions had reduced.

## **11. Policies for Approval**

The governors agreed the following policies:

- BTEC Equality and Diversity
- BTEC Recognition of Prior Learning
- BTEC Special Consideration and Reasonable Adjustment
- Pay
- Unreasonable and Vexatious Complaints

## **12. Any Other Business**

- George Cole, Governor, asked about the impact the Teachers' strike had had on the school and Jane Brown, Principal, stated that the college would be closed to students next Wednesday 1st February as there were not enough teachers to cover classes. She explained that teachers would lose 1/365<sup>th</sup> of their pay with the lowest losing around £58 and the highest paid around £80 for the day's strike action.

The meeting closed at 7.24 pm.

**Next meeting: Thursday 30<sup>th</sup> March 2023, 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	Termly
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	Termly
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
11	To compile a brief of a timeframe for the contractors carrying out the condition survey and submit to governors.	Wayne Allsopp	Ongoing
12	Report on the funding streams and finances to be produced for governors as part of upskilling them	Jane Brown	January