

CORPORATION MEETING
Tuesday 15 October 2019 – 5.30pm
MINUTES

Chaired by: Steve Oldridge

Members present: Ian Brabbs Mick Paxton Hilary Ascott
Gareth Bullen Andy Gregory Trish Hawkyard
Michael McCluskie Darren Mundy Neil Hughes
Andy Bailey Phil Rumsey Jason Saunby
Kim Metcalfe Harry Jaconelli

Also present: David Robinson – Assistant Principal

Minutes taken by: Heather Campbell – Clerk to the Corporation

1 **Apologies for absence**

- a Apologies were received from Ros Jones, Rebecca Abbey and Terry Cartmail.
- b The meeting was quorate with 15 members present.

2 **Declaration of any personal conflicts of interest**

There were no conflicts of interest raised.

3 **Assistant Principal's Report and College Targets**

Dave Robinson took members through the 2019 Results covering the following:

- Assistant Principals' roles and responsibilities for himself, Alice Thornton and Tania Exley Moore who are also Heads of Departments and were all former students at the College
- 2017-18 Data issues:
 - recording duplicate learning aim with the transition from the old provision to the new Linear programme – this appeared to dramatically reduce our Achievement Rate for almost all A Level courses
 - Incorrect end date entered – this affected achievement rates for all courses (BTEC, A-level, GCSEs)
 - Incorrect course completion codes – students finishing a course in July without having taken an examination in that subject had been incorrectly recorded as 'completing' (but not achieving) and consequently affected both achievement and pass rates.

Dave advised that previous data checking processes have now been re-instated and the 2018-19 data has been rigorously checked and cleansed and is ready to be submitted this week. The information about results presented at the meeting was corrected data and therefore accurate.

Dave referred to his presentation and took members through the following:

Results 2018-19:

A Levels

Pass	99.0%	↑ 98.4% last year	(97.6% nat av)
HG	52.4%	↑ 51.9% last year	(51.6% nat av)
A*-A	24.5%	↓ 25.6% last year	
A*	6.2%	↓ 7.0% last year	
ALPS	4 (0.97)	↑ last year 4 (0.96)	

25 A level subjects:

ALPS red 8 white 15 blue 3

Red Subjects: Sustained Successes

- Art (Fine Art)
- Media Studies
- Core Maths

Red Subjects: Big Improvements

- English Language
- Further Maths
- Physics
- Sociology

For AS and A Level Courses

Achievement Rate 89.8% (National Rate 83.6%)

Pass Rate 94.4% (National Rate 94.5%)

Overall:

- slight improvement on last year in the key measures
- small drop in the very top grades (A and A*)
- ALPS a small improvement on last year
- ALPS value added score is now a comfortable 4
- ALPS would suggest that our students entering with higher GCSE grades are an area for improvement

Key areas of focus for 2018-19:

- Return to top 25% value added (boost HG)
- Specific subjects
- Middle and high flying students

BTEC Level 3 Results

Pass	100%
High Grades	93.2% (last year 90.0%)
Achievement Rate	92.8% (National Rate 88.1%)
ALPS	2 (1.09) ↑ last year (2 1.04)

21 TEC subjects (8 sub dip, 7 dip, 6 ext dip):

ALPS red 15 white 4 blue 2

Extended Diploma in Business ALPS grade 1 (for last 4 years)

Performing Arts Diploma (Acting) is blue

Key areas of focus for 18-19:

- ALPS value added is excellent
- Specific subjects

GCSE Results

Pass (4+)

English 54.6% ↑ 48.2% last year (Nat av 31.9%)

Maths 44.3% ↑ 31.3% last year (Nat av 22.3%)

Biology 46.2% ↓ 46.4% last year (Nat av 66.5%)

(National Average are all UK candidates age 17 and over in June only)

GCSE English 72.6% GCSE Maths 59.2% (Percentage of leavers starting on the course who achieved in 2018-19)

Big improvements for Maths and English

Biology stayed stable

BTEC Level 2 Results

Pass 100% (National Average 91.8%)

High Grades 79.6% (National Average 85.7%)

Dave asked members if they had any questions and the following points were raised:

- Music – this has been a problem for many years is this due to difficulty in recruiting good teachers – PMR advised that we have had 4 different teachers in 4 years. Management feel they need to persevere with Music as there are no other providers in the area and also have the right person in place to teach both Music and Music Technology. Dave highlighted that Music has been moved from under the Sport and Performance department to the Art department which is a better fit for it.
- Biology – this subject has an improvement plan in place and part of the issue is that this can be an add-on for students such as Health & Social Care.
- Physics was in intensive support but this has now improved with the results going up.
- Business issues – it has been a difficult year for the department with long term illness that was only expected to be short term and also temporary cover for maternity leave.
- GCSEs – Phil advised this is difficult to quantify as students coming in with high grades can be seen as not improving when students coming in with low grades do.
- BTEC Level 2 – 65 students all completed this.
- BTEC teachers are they able to teach A levels – Dave confirmed that some do a mixture of both.

No further questions were raised.

The Chair asked the Principal to pass on the boards' congratulations to staff and students on their excellent results. He thanked Dave for his presentation and advised members that Dave would cover the VP Student Services Enrolment Report under item 5 (ii) below.

ACTION

Clerk to email Presentation to the Governors.

4 **Minutes of the previous meeting**

a **Agree minutes**

APPROVED:

The Minutes dated 2 July 2019 were approved and signed by the Chair.

Confidential and Restricted minutes were reserved until the end of the meeting.

b **Action previously agreed**

The following work in progress item were raised:

- 18-Dec-18 6 2) Phil to present improved Attendance and Retention analysis to the next Corporation – Phil advised that the new system has now been built by the MIS team and it is a Standing Item on Corporation meetings it will come to the December meeting. The Chair noted the item was now completed.

c **Updates from Clerk or Management – None.**

d **Matters arising not covered in agenda – None.**

5 **Principals Report (including Enrolment Report)**

(i) **Principal's Report**

The Chair advised that this will be covered as a Confidential & Restricted item at the end of the meeting.

(ii) **Enrolment Report**

Dave referred members to the tabled VP Student Services Enrolment Report 2019 covering the following:

- Stiff competition out there – The College was aiming for 1020 16-19 year old students, and has enrolled 956, 22 Academy Hair and Beauty students and four 19+ students
- Recruited large group from Eskdale despite the joint Sixth Form Federation in Whitby
- Bridlington numbers have gone down which may be due to the schools doing better so the students are staying in the area
- Lot going out of area to Lady Lumley's and it is difficult to get them to come back as they would rather stay with their friends and go to the sixth form at Lady Lumley's.

Neil highlighted that he attended Lady Lumley's Open event and they put on an excellent and focussed event which sold their sixth form to parents and pupils.

Michael highlighted that Scalby School had 156 pupils entered for exams last year they lost 20-25 to the UTC but this year entered 205 for exams and only lost 4 or 5 to the UTC. He suspects that the ones that went to the UTC last year have not come to the College as they did not get the GCSE grades they needed.

Phil advised that the College attends school assemblies to promote the College and this has prompted Pindar to ask the College to do Master Classes for their pupils in Maths, English and Sciences to raise their aspirations.

Hilary enquired why the College has stopped recruiting 19+ students.

Phil observed that the 19+ student numbers were low as was their achievement. The ESFA had asked why the College was taking on such a small number of 19+ students rather than concentrating on our 16-19 provision where we achieve excellent results at. Therefore management made the decision not recruit 19+.

The Chair asked if there were any plans to aggressively market in the area to address the shortfall this year as this will impact financially next year.

Phil advised that it is always difficult to see how to do this as the students that want to be here, come here. But an option could be that we promote our excellent results more.

Gareth suggested using Facebook to advertise the College.

Phil noted that some departments advertise their subjects and success on Facebook regularly and we want more departments to do this.

Jason highlighted the advertising on social media used to be the thing to do but if do it now might only get one like because students use Instagram more.

Harry agreed that students don't want to see adverts on their social media about the College as they feel this is their down time. His reason for coming to the College was the flexibility of the course provision. He only wanted to do 3 but at the time had to do 4. As he did not know what 4th one to do he was targeted by the Engineering tutor at enrolment and was glad he was as this will helped in his career aim.

Gareth highlighted that it must be difficult to differentiate how much is the parent's decision or the students.

PMR noted that we put in a new enrolment process this year with the Heads of Department floating so that teachers could call on them to have a conversation with a student who was wavering and the feedback on this year's enrolment process was that it was good and worked well in getting the students on the right courses.

Members noted the Positive Key Points and Concerns/Points of note and no further questions were raised.

The Chair thanked Dave for the update and he left the meeting at this juncture.

(iii) Attendance and Retention

Members had received the Monthly Attendance Report for September prior to the meeting and Phil advised that the data can be skewed with the September Course Changes. Substantive data is available from October and this will be reported at the December meeting..

Michael highlighted that the school attendance benchmark is 94.6%; persistent absence having risen to typically 25%+ across the local schools with the exception of Scalby and St Augustine's. Opportunity Area funding of £100k has been given to address this which should in due course result in students coming to the College with improved habits of attendance.

Members noted the data with no further questions raised.

(iv) Safeguarding Data and Analysis

The Chair advised that this will be covered in the Principal's Report at the end under the Confidential & Restricted discussions.

6 Self-Assessment

- (i) Arrangements for Governors involvement in College SAR – Phil observed that in previous years governors had been involved in the College SAR but last year this did not happen. It is being finalised at the moment and would signed off by the Corporation in December. He asked if governors would like to re-instate their involvement this year.

The Chair highlighted that he is usually involved in the final ratifying of SAR and suspects it was helpful for the other governors to be involved again in sections of the SAR.

The Governors involved previously agreed it was helpful to be involved and gave them an understanding of the College's strategy and planning.

The following was agreed:

- Quality of Education – Michael, Darren and Mick
- Behaviour & Attitude – Hilary and Gareth
- Personal Development – Trish
- Leadership & Management – Chairman
- Safeguarding – Trish

Phil advised he will send out the framework and ask Tania to email the sections to the above governors for their input.

ACTION AGREED

Phil to email out the framework and ask Tania, Assistant Principal to email the relevant sections to the above governors.

- (ii) Governor SAR

Members received the Governors SAR 2018-19 prior to the meeting. There were no matters raised and it was agreed it was fit for purpose.

Harry left the meeting at this point as he had a prior engagement.

7 **Schedule of College Policies**

Members received the Schedule of College Policies prior to the meeting and Phil advised that the HR manager has updated it.

Ian raised that this was a one page document mainly covering HR policies and previously governors had received a considerably larger document with all College Policies on that go to various committees.

Phil advised he will check with the HR Manager and bring to the next meeting.

ACTION AGREED

Phil to explore with the HR Manager the Full List of College policies and bring back to the next Corporation.

8 **Receive and Approved S6F Careers Programme 2019/20**

The Chair noted that the document was for information and that it was very comprehensive.

Phil advised that the Careers Team have worked very hard over the past year on the College's Career provision and processes and the Gatsby Benchmarks which has led to the College being the first in the country to be awarded the 'The Quality in Careers Standard'. This is the national quality award for careers education, information, advice and guidance provision.

The Chair asked Phil to give the Careers team the boards' congratulations on their achievement for the College.

9 **Receive and Approve the S6F Mission and Values**

PMR advised he held a training session on the College Mission with staff for their input and they have all bought into the new wording. The plan going forward it to build this into the language used with the students.

Members noted the wording and endorsed the new S6F Mission and Values.

APPROVED

The Corporation approved the new S6F Mission and Values.

10 **Annual Complaints Report**

Phil advised that there had been no formal complaints received.

11 **Venn Partnership Update**

Phil advised that there was no major partnership update to report but working on various options and collaboration events for students and what we are able to be involved in considering our location.

12 **Agree date of Governor Links Half Day (November)**

Phil advised that one of the original aims was for governors to have time in departments but the current aim is to involve the governors in the SAR and then look at Governor Links early in the new year.

The Chair proposed that Governor Links be addressed at the December meeting and look at a session for early 2020. Members agreed.

13 **Identify discussion item classified as “Confidential & Restricted”**

None other than at Item 17.

14 **Agenda Items for the Next Meeting**

None raised.

15 **Any Other Business**

None raised.

16 **Date of Next Meeting** – Tuesday 10 December 2019

The Chair noted there were no Student Governors present and asked the Staff Governors and the Principal to leave the meeting and to wait outside the room to allow him to advise governors of a Confidential and Restricted item and for the governors to consider without compromise.

Phil, Kim and Jason left the meeting at this point.

17 **Confidential Items**

See attached Confidential & Restricted Minutes

There being no further matters raised the meeting closed at 7.45pm