

Minutes of KING EDWARD VI COMMUNITY COLLEGE FGB Meeting Monday 17th December 2018



Present: Kate Wilson (KW) (Chair), Alan Salt (AS), Wendy Ormsby (WO), Michael Young (MY), Jim Lodge (JL), Nigel Clark (NC), Karen Sewell (KS), Laura Hetherington (LH) and Helen Beetham (HB).

In attendance: Yvette Elliott, Clerk (YE), Kirsty Matthews, Deputy Principal (KM), Sarah Winstone, Assistant Principal (SW) and Anne Law, Assistant Principal (AL).

Ref.	FOCUS OF THIS FGB MEETING: Ensuring Clarity of Vision, Ethos and Strategic Direction	Actions
1.12.18.1	Welcome & Apologies <ul style="list-style-type: none"> • Apologies, sanctioned by the FGB: Julie Watson (JW) and Julian Carnell (JC). • Absent without apology: None. • Declarations of interest: None 	
1.12.18.2	Receive and Consider SEND Review Phonics is an area of challenge across Devon in comparison with national data and a large proportion of Year 7 pupils start secondary school with a reading ability below age-related expectations. Resources are deployed to bridge this gap. Students with EHCPs are not making as much progress as their peers. There are currently 23 EHCPs (fewer than last year, but the threshold has increased and several left at the end of Year 11) but consultations are ongoing for new pupils (40 week application process). External agencies and the LA are often involved too, to support many of these pupils. ECHPs can be requested as a result (& often a combination) of: very poor literacy skills, significant social and emotional needs, poor behaviour, global learning needs, autism (main reason nationally), high-risk home life, mental health needs etc. The current Year 11 cohort have interventions in place including language interpreters (Babcock support pupils with EAL), counselling, 1:1 support and pupils are making good progress, with some likely to stay on for A'Levels as they maintain and exceed expected levels. Pupils receive much support, often when funding is not in place. Interventions end when outcomes reach age-related levels. KS was involved over several days in school to identify areas where SEND improvements could be made during the SEND audit. SW shared an extract of the SEND Action Plan with Governors. Actions, including training, termly EHCP reviews, appraisals etc, have clear timescales and staff members responsible. Some of this work has already started and our data is now more in line with the national average. Element 2 funding is received on the basis of a national formula for general SEN provision. Element 3 funding is additional money for specific pupils. The school is significantly worse off this year due to Devon funding cuts but	

	<p>central government have just announced additional funding. SW gave an example of 1:1 provision per pupil with typical LSA costs of £20k Vs income of £8k.</p> <p><i>JL asked if teachers would be able to identify their PP and EHCP ('K') pupils? SW was confident that they could, and the external review verified this, but work on strategies can still be improved. HB commented on the complexity of LSA deployment as pupils move in and out of EHCPs etc, and asked if they can still be identified when no longer receiving full support? SW confirmed that pupils are identified ('T') when they are no longer receiving full support so that staff are aware that they previously needed support. LH asked about support for peers of pupils with mental health issues? SW confirmed that training is in place for mental health ambassadors in Year 8-13 and with staff they are creating a mental health strategy. There is an anonymous reporting app which pupils regularly use to alert the College to pupils potentially at risk which allows for immediate action, with good effect. 14 counsellors are also in place.</i></p>	
1. 12.18.3	<p>Pupil Premium Catch-up Reports</p> <p>AL confirmed that the Impact Report for PP (Summer 2018 GCSE results) must be displayed on the College website and this is a College priority area, with ringfenced funding due to national underperformance. The difference in PP attainment and attendance is often entrenched from primary school and the gaps can widen at secondary school, however KEVICC has a very non-homogenous cohort with varying reasons behind disadvantage. £235k was received in 2017-18 and the impact of spending must be demonstrated. Foundation Governors also offer funding.</p> <p>-0.49 progress score is an improvement on last year but it's still not where the College wants to be. However, when 3 'outlier' pupils are removed from this data, the progress would be positive. This was congratulated by JL as a major achievement. The College can see an impact between November mocks and the actual GCSE results, with the exception of triple science, which is an encouraging picture.</p> <p>Year 7 pupils have LSAs, use of online programmes and other interventions including 1:1 dyslexia support, which is very effective (provision has been increased this year as a result). There is greater progress in English than maths, so catch-up funding is being used this year for 'Springboard 7' – a national programme for small groups of Year 7 pupils.</p> <p>Accelerated Reader is used to good effect and progress is tracked. School Councillor provides a well-used service and an element of the Heads-of-House costs are used for attendance focused work. An Attendance Support Officer post has been created this year and the College is hoping to see an impact on the current cohort. Thrive and Green Lanes Project support vulnerable and specific pupils and the Foundation Governors are funding a similar project again this year.</p> <p>The current predictions for PP pupils is positive progress and students are engaging well with revision and they are attending in a greater proportion than non-PP peers. <i>JL asked how this has been achieved?</i> AL confirmed that personal invitations have been made; a ringfenced budget for an online tutoring programme 1:1 with undergraduate tutors; non-uniform points are gained as rewards in addition to praise points.</p>	

	<p>Next steps were shared for monitoring the effectiveness of interventions, including a focus on KPI of English and maths achievement, scrutiny of evidence to support assessments in addition to maintaining praise and positive reinforcement. A positive culture change can be seen for Year 11.</p> <p>KS highlighted that where it is “difficult to measure impact”, we have to try so we can be clear about what is worth doing again. Soft measures, including pupil voice would back up data. Impacts can already be seen in regard to lower prior attaining pupils making excellent progress, but high prior attaining pupil have not (although this is across Devon) so it must be a focus group. <i>KS asked if University visits are arranged for pupils to increase aspirations?</i> AS confirmed that Year 9 pupils visit a variety of universities. The College has 26% disadvantage which is a very challenging figure to redress.</p> <p><i>JL asked if data is being shared between local schools?</i> AS confirmed that it is and benchmarking can occur between similar settings and although every school is struggling, we fare well.</p> <p><i>NC asked what level of confidence there is that he triple science outcomes were only a one-off?</i> AL stated that the College may need to reduce the number of pupils that this course is offered (as per other schools) to as it requires more independent and in-depth work. The new combined course is hugely improved and broadly in-line with national data.</p> <p>HB asked if high attaining pupils are also carefully monitored? AL confirmed that they are.</p>	
1.12.18.4	<p>Matters Arising</p> <ul style="list-style-type: none"> • YE has complete new governor paperwork. • YE has shared Keele Survey & Principal’s report with HB & KS. • Governors to send skills audit forms & biographies / photos to YE – ongoing. • Written summary of actions re: bullying sent to all by KM. • Staff Governor election is currently underway, with 2 nominations. JL proposed that the unsuccessful candidate is invited to join the Board as an Associate Member. This was agreed. YE / JL to send invitation. • YE to re-share the annual SFVS forms with Governors. • YE has share FGB minutes with staff. • ASP data will be shared by JL or YE as passwords are not available for all Governors. • YE updated, save & uploaded ratified policies to portico / website, as required 	<p>Gov’s</p> <p>YE/JL YE</p>
1.12.18.5	<p>Draft Part 1 Minutes from 20th November FGB Meeting</p> <p>Minutes approved and signed by the Chair</p>	
1.12.18.6	<p>FGB & Committee Structure</p> <p>KS accepted the role of Chair of Standards Committee.</p> <p>It was agreed that the TORs as previously circulated be adopted from January 2019. At present, the Site Development Committee will only make recommendations but this should be kept under review if it is seen to cause delays or duplication.</p> <p>JL shared an amended Scheme of Delegation, which was approved by Governors.</p> <p>Draft meeting dates were shared. AS, JL and YE to confirm these with all as additional meetings need including (Site Development and extra FGB so this occurs each term).</p>	

	<p>KW reiterated her concern that Governors on the Site Development committee should also sit on another committee to avoid the potential problem of a lack of scrutiny and in order to fulfil the core and strategic functions of governance. Other governors disagreed and no changes were made to plans, but it was decided that the committees be kept under review.</p> <p>LH only to site on one committee (not 2 as previously recorded).</p>	All
1.12.18.7	<p>Appoint Lead Governors Chair: KW will be stepping down from her role as Chair on 31st December. JL to formally become Chair from 1st January 2019. Vice-Chair from 1st January 2019 – JL proposed the 3 committee chairs. KS and MY in agreement. JC to be asked in his absence. SEND Governor: KS appointed. Safeguarding Governor: KW appointed until end of term of office in May. CIC Lead: LH appointed.</p> <p>AS has made suggestions within the CIP for committee responsibilities and JL proposed acceptance of this model. AS was thanked for his work on this.</p>	JL
1.12.18.8	<p>EFC The 'Notice of Concern' was lifted in November, which was hailed a great success. Governors moved to Part 2 minutes.</p>	
1.12.18.9	<p>Revisit Strategic Vision JL reported that a constructive discussion resulted in a new proposed Ethos for KEVICC: <i>"A comprehensive college of lifelong learners. We are inclusive, kind and committed to the best for our students, supporting them to flourish."</i> Following a discussion, Governors voted on the use of this for all College communications. Carried by majority.</p>	
1.12.18.10	<p>Review Prospectus Governors reviewed the Prospectus and AS invited any comments to be sent directly to him.</p>	Gov's
1.12.18.11	<p>Consider anti-bullying actions The report was shared by KM and clarity has been provided. Governors thanked KM for her work on this.</p>	
1.12.18.12	<p>Discuss TLC Activities planned for the year AS reported that the TLC continues in its current form but is likely to disband as funds become exhausted. This should be an agenda item for the Operations Committee in Spring Term.</p>	YE
1.12.18.13	<p>Appraisal KW confirmed that the Principal's Annual Appraisal has taken place.</p>	
1.12.18.14	<p>Safeguarding issues to report None.</p>	
1.12.18.15	<p>Governor Visits and Reports JC's English & Media report and KS's SEND reports to be shared with all.</p>	YE/KS

1.12.18.16	Policies for approval this meeting <ul style="list-style-type: none"> • Accessibility Plan (Sarah Winstone) Defer to next FGB (WO) • Charging & Remissions Policy (Alan N) Ratified. • Citizenship / PHSE Policy (Sarah Winstone) Defer to next FGB (LH) • Disciplinary Policy (Alan Neale) Ratified. • Education of Children in Care Policy (Sarah Winstone) Ratified. • E-safety Strategies / Online Safety Policy (Kirsty Matthews) Defer to next FGB (JL) • Finance Policy (Alan Neale) Defer to next FGB (MY) • Fire Safety Policy (Alan Neale) Ratified. • Flexible Working Policy (Alan Neale) Ratified. • Freedom of Information Publication (Steve Sherwood) Ratified. • Home Learning Policy (Sophie Killock) Ratified. • Lettings Policy (Alan Neale) Ratified. • Managing Information Disclosed During Employment (Alan Neale) Ratified. • Managing Unreasonable Behaviour (Alan Salt) Defer to next FGB (AS) • Privacy Notices (Steve Sherwood) Staff Privacy Notice ratified. HB suggested amendments to Pupil Privacy for consideration. • Probationary Policy (Alan Neale) Ratified. • Staff Capability Policy (Alan Neale) Ratified. • (Supporting Pupils at School with) Medical Conditions Policy (Sarah Winstone) Ratified. • Teachers Appraisal Policy (Ben Cotton) Ratified. • Whistleblowing Policy (Sarah Winstone) Ratified. <p>YE to ensure ratified policies are finalised and saved to the staff resource folder and website where applicable.</p>	YE
1.12.18.17	Policies for Review at Next FGB Meeting <ul style="list-style-type: none"> • SEND Policy (KS) 	Gov's as listed
	<p>Governors thanked KW for her work as Chair of FGB over the last 4 years as she steps down on 31st December.</p> <p>Meeting closed at 8.10pm. The date of next FGB meeting is TBC.</p>	

Signed.....

Kate Wilson

Chair of Governors

Date:.....