

Tuesday 4th February 2020, 5.30pm

MINUTES

PRESENT:

Ms P Rowe, Co-opted Governor, Chair
Mr C Garvey, Foundation Governor, Vice Chair
Mrs S Flannery, Principal
Mr G Thompson, Associate Principal
Mr R Vianello, Foundation Governor
Mr S Ebele, Foundation Governors
Mrs B Meier, Foundation Governor (5.55pm – 7pm)

IN ATTENDANCE:

Mrs E Lewis, Clerk to the Governors
Mr C Askwith, Head of Science, for items 1 – 4

NOT PRESENT:

Ms S Jones, Co-opted Governor
Mrs K Taylor, Foundation Governor

The agenda for this meeting had been sent to all members of the governing body.

The meeting was opened by Mr Garvey at 5.35pm and was quorate throughout

- 1. Opening Prayer**
- 2. Apologies:** Received from Miss C Ezekwe and Fr G O'Shaughnessy were accepted.
- 3. Declarations of Interests:** There were none
- 4. Mr Christopher Askwith, Head of Science:** Mr Askwith's outline of the Science department was supported by a Power Point presentation which was made available to the committee after the meeting. Mr Askwith outlined the curriculum offer. Mr Vianello commented that the physics & engineering was an attractive, highly marketable extended diploma course. Mr Askwith explained that the reformed Applied Science BTEC had been introduced and students had taken their first exam.
Mr Askwith analysed exam outcomes for A Level and BTEC science courses and reviewed the value added scores and ALPs grades. He highlighted the accurate, fast reading and precise vocabulary skills students required to read and answer the exam papers commenting that for some students this was a struggle. He applauded the progression of students from SFX reporting that the whole Applied Science cohort had gone on to university where bio-medical science was popular. He said there were opportunities available in civil engineering which 56% former SFX students were reading. Mr Askwith responded to Mr Garvey's observation about gender bias in science subjects by explaining that girls favoured biology whilst boys preferred physics with a fifty-fifty cohort in chemistry.
Mr Askwith summarised the employers who had provided work experience places for students. Ms Rowe was thanked for facilitating opportunities with the Sir Robert McAlpine construction company where ten students had been placed.
Mr Askwith described a range of planned and completed activities including trips and speakers which enriched the courses for the students. He added context to the learner voice feedback. Mr Askwith discussed retention and outlined the sort of reasons students dropped out. Mrs Meier asked whether conversations were had with students who decided not to continue with the course about why they were giving up – Mr Thompson and Mr Askwith described the follow up and

reasons.

Mrs Meier asked what exam technique support the students would receive – Mr Askwith and Mrs Flannery described how organisational techniques and skills for applying knowledge are developed.

Mr Askwith left the meeting at 6.10pm with thanks from the committee for his report and work heading the department.

Ms Rowe took the chair. The committee agreed that Mr Askwith had given a very informative presentation of the scope of work of the department.

5. **Minutes of previous meeting, 14th October 2019:** included in the papers for the meeting were agreed to be a true and accurate record and were duly signed by Ms Rowe.
 - 5.1. **Matters Arising:** there were none not covered by the agenda.
 - 5.2. **Actions to be reviewed:**
 - 5.2.1. **Governor Link roll out:** Ms Rowe reported her link to visit to the Business department on 26th November 2019 during which she had seen and discussed a range of activities with students and staff. She felt that the visit had been beneficial on both sides. Ms Rowe had provided the feedback report from the agreed protocol to Mrs Flannery.
ACTION: Clerk to circulate Ms Rowe’s feedback report.
 Mr Garvey said he had been due to meet the Head of RE and would confirm and report on his visit. Ms Jones had visited the Head of Health and Social Care and would be reminded to submit her feedback report.
 Mr Vianello expressed interest in making a link visit to the Politics department which Mr Thompson would arrange. The next window for visits would be March 2020. Mr Ebele would visit Maths and Mrs Meier English.
 - 5.2.2. **Digital Innovation Strategy** (item 6.2 in minutes): Mr Thompson would cover this under item 6, in his report on quality improvement.
 - 5.2.3. **Review of Student Complaints Policy** (item 6.4 in minutes): Mrs Flannery introduced an updated policy which had been included in the papers for the meeting highlighting the minor revisions, mostly to reflect changes in personnel that were proposed. The committee had received the policy in relation to its overview of Learner Voice arrangements.
The revised policy was agreed by the committee for immediate adoption. Updated version to be posted on college website
 - 5.2.4. **Autumn term results meeting** (item 8.3 in minutes): The introduction of a one-item meeting of the full Governing Body focusing on the scrutiny of results had been agreed by the Governing Body and would be added to the schedule to take place before the end of September 2020.
6. **Quality Improvement and Outcomes:**
 - 6.1. Mrs Flannery introduced a presentation included in the papers summarising **performance and progress data** including validated published **DfE 2019 Performance Tables** and commentary. She reviewed the tables and explained the improvements illustrated by RAG¹ ratings and discussed comparators with last year (2018) and national benchmarks. The A level value added score had improved to minus 0.06. The target would remain to get beyond the average of nought.
 Mrs Flannery reminded the committee that un-reformed Applied General courses were excluded from the performance tables and therefore what was published did not reflect performance / value added outcomes on all those courses delivered by the college, except Criminology. Mrs Flannery reported very good progress on GCSE outcomes which had improved across each year. It was noted that the outcomes for over 18s were not reflected in the table.
 In the table showing **Progress against 2017/18** Mrs Flannery highlighted the drop in A level

¹ Red Amber Green

entries and said that growth was a target. The improved value added outcome was a good attractor but there was an over-supply of sixth form provision. She highlighted the level of positive (“staying in education or employment”) destinations placing the college in the top 5% of colleges.

Mr Ebele asked how the volume of A Level delivery would be increased. Mrs Flannery described the key strands of the strategy centred on maintaining good outcomes and promoting the stories of success and positive destinations imaginatively through social media channels.

Mr Garvey asked how Ofsted scrutiny would view the DfE Performance Tables compared with the RI judgement for outcomes that remained from the most recent inspection grade. It was explained that the improved results could qualify the college for a short two day inspection although an existing grade could not be changed up or down by a short inspection.

Mrs Meier asked whether the establishment of a new Harris academy nearby was still happening and it was confirmed that the plan was going ahead. Mrs Flannery said that whilst the impact on recruitment was not certain the college would be prepared and ready for the added competition in the area.

Mrs Flannery reviewed the **performance of SFX against other London colleges** (now 11 including SFX) in 2018 / 19 which, she concluded, illustrated a respectable performance for A Level and GCSE. **Applied General Comparators** were reviewed in the context of the small cohort on reformed qualifications. Mrs Flannery reported that Christ the King College had done well with reformed qualifications which they had been delivering for three years.

Mrs Flannery reviewed the **Destinations – 2017 leavers** which compared SFX with Wandsworth and England showing that the college ranked above both averages at 84%. The final table showed **Progression to Level 4 / Higher Apprenticeships** in 2017 which showed SFX to be well above average at 76% (Wandsworth 73%; England 62%)

- 6.2. **Quality Improvement Plan 2019 – 2020:** Mr Thompson introduced the QIP (Abridged) which had been included in the papers for the meeting and recorded progress against the improvement plan to date. He explained how it was aligned to the Education Inspection Framework (EIF) and showed Intent, Implementation and Impact against each EIF key priority. Risk and Progress were RAG rated.

Mr Thompson reported progress under **Quality of Education** highlighting that the Curriculum Intent statements were being updated to include a five year plan. He reviewed implementation of the digital transformation strategy which underpinned the drive to improve teaching and learning and embraced the use of iPads; the GSuite² platform and work towards becoming an Apple Distinguished college.

Mr Ebele asked whether there would be a review of the digital transformation strategy before moving on to further development which Mr Thompson confirmed would take place after Easter. Mr Ebele enquired what the feedback from teachers had been. Mr Thompson described how this was gathered via a forum with Heads of Departments, the Curriculum Standards Committee, and had been very positive about the use of iPads. Mr Vianello commented that tablet devices have a restricted life span and asked whether this meant replacements in about three years. Mr Thompson explained that the Apple iPads were regularly updated and had been chosen because of their longevity and robustness. He agreed that there would be a need to replace them but this would be offset by a reduction in the annual programme of expenditure on upgrading other hardware eg desktops PCs.

Mr Thompson reported a deep dive into English by two colleagues from St Dominic’s SFC which had picked out some useful observations and many positives to support the improvement of value added (L3VA) in those courses. The first round of internal VA assessments (KAPP³) had just been completed. Staff predictions showed positive VA in the courses requiring improvement. Mr Thompson and Mrs Flannery outlined the process and monitoring of the standard and reliability of projected outcomes.

² A suite of productivity tools for classroom collaboration provided by Google

³ Key Assessment Progress Point

[Mrs Meier left the meeting at 7pm]

Mr Thompson reviewed the target to improve high grade achievement on A Level courses achieving fewer than 30% A* - B grades with a note of caution that the recorded improved position (19%) (amber rated for progress) compared with the previous year was taken from the December 2019 mock exams which he anticipated would increase over the next two terms. Nevertheless, the outcomes would be discussed with heads of department / team leaders. Mr Vianello asked whether there was a cluster of students in the struggling subjects who were just below the grade or were some of them really far adrift. Mr Thompson explained that there was a full range of student ability on A level courses and in addition some of the subjects only have a small cohort.

Mr Thompson reviewed the pass, achievement and retention rates against benchmark targets, noting the impact that retention was having on the achievement rate.

He reported analysis that was being undertaken into achievement by students who had self declared as being of mixed heritage and the underperformance of male students to identify what support was needed.

An improvement of 3% in student attendance was reported under **Behaviour and Attitudes** which would continue to be a focus. Individual students with an achievement rate less than 65% were monitored by Mrs Flannery. A new post amalgamating the roles of the attendance and achievement officers was noted to be working effectively.

The November 2019 English and Maths GCSE resit results were considered to be a bit disappointing due to a change in raw pass marks since June 2019. Mrs Flannery had written to the AQA examination board to protest against this which had resulted in 34 less students achieving a pass in the resits.

Mr Thompson reported that work related learning opportunities for REACh and Engineering students would benefit from 10 more places from Sir Robert McAlpine. Placements were being sourced for a group of Health & Social Care students in the 2nd year of T level Capacity Delivery. Unifrog was applauded as an effective platform to log skills acquired during work related experiences. Ms Rowe had been introduced to this by a student during her link visit to Business.

Progress under **Personal Development** confirmed continued success of the ALAM⁴ project which had already hit this year's targets. Mr Thompson said Sport England had just announced a fourth year of funding (2020 – 2021) for which the college would apply. VESPA⁵ mindset was ongoing with termly awards and the training of mental health first aiders was continuing to manage the physical and mental health of the student body.

Mr Thompson reported that House Days launched this year provided the opportunity to deliver assemblies. Extensive enrichment had been highlighted by an audit of activities. Mr Thompson explained the Gatsby benchmarks the college had to meet and why a target of consistency of careers advice within the curriculum was a target. Mrs Flannery used an exemplar of a teacher mapping the skills being gained in his subject against what jobs the students could go into.

Leadership and Management Mr Thompson reported the impact of the social media campaign strategy on application numbers which were 350 ahead of the same point the previous year. A twilight open event would take place the next day. Mr Garvey commended the November open day event for its energy and zest.

Mr Thompson reviewed improvements in two subject areas where the skills of middle managers were being developed. He announced that a new Applied General course had been found in Psychology to sit alongside the A Level.

Mrs Flannery had written again to staff to invite interest in severance as part of the commitment to reduce staff costs and restore the financial health of the college to "good". She reported that the invitation would close on 14th February and the next step would be to look at compulsory redundancies if further reductions were necessary.

Mrs Flannery and Mr Graham had attended a meeting in Leeds in preparation for the roll out of a single framework in 2021 for denominational inspections. Work was being done to make

⁴ Active Lives Active Minds

⁵ Vision Effort Systems Practice Attitude

the it more contextualised for sixth form students. She commented that some of the framework is quite foreboding. Patrick Harrison, Diocesan Religious Education Adviser had visited the college in January. Inspections were live in Southwark under the existing framework.

Mr Ebele asked whether the questionnaire being developed for learner voice feedback would be digital. Mr Thompson said it was being created to be mobile and table friendly.

It was agreed that good progress had been made with more to do to achieve the targeted improvement.

Mr Garvey said that he would discuss preparation for a possible denominational inspection. Self –evaluation against the framework was about to begin.

- 6.3. **London Sixth Form Partnership – update on activity:** Mr Thompson reviewed recent activity. He described a practical management course being followed by four members of staff as a follow up to an introductory course taken the previous year. The same cohort would be shadowing middle managers in other partner colleges. Sharing experience of transition to RQF was being planned. There had been a few exchange in-depth reviews which had included additional learning support at SFX - which had resulted in some constructive suggestions including some additional administrative support in the department. SFX had participated in a review of IT and computing at Leyton SFC. Ms Clark, Mr Belfour, Mrs Lewis and Mr Thompson would be attending a partnership session the following evening at which Mr Rieks Drijver, HMI, would give a presentation on governors' understanding of the new Education Inspection Framework.

7. **Governance:**

- 7.1. Review of "Arrangements for obtaining the views of staff and students on the preservation and development of the educational character and mission of the institution and the oversight of its activities" – published as required under article 5 (2) (b): The committee reviewed an updated version with minor changes included in the papers for the meeting and agreed this should be proposed to the full Governing Body for approval and then published to replace the 2018 version.

ACTION: for Governing Body approval on 17th March 2020.

8. **Risk Management:** The committee was agreed that risk was covered in the risk register and had been monitored through the quality improvement plan and report.
9. **Any Other Business:** There was none.
10. **Date of next meeting:** Wednesday 20th May 2020.

The meeting closed at 7.30pm.

SIGNED: _____

DATE: _____