

Joint meeting of
SAT EDUCATIONAL EXCELLENCE COMMITTEE
WSC FE EDUCATIONAL EXCELLENCE COMMITTEE

Minutes of the hybrid meeting held on 26 February 2024 at 4.00pm

- Present physically:** J Leeder, WSC Student Governor
J Wakelam, SAT Trustee and WSC Governor – **Vice Chair**
R Cannon, Committee member
R Holden, SAT (ASFC) Parent Committee member (part)
S Daley, SAT Trustee and WSC Governor – **Chair**
- Present virtually:** C Chua, WSC Governor
J Drake, WSC Governor (part)
L Ireland, SAT (OSFC) Parent Committee member
K Points, SAT Trustee
- In attendance:** A Adamson, Deputy Head of Centre OSFC
A Hurrell, Group Head of Quality
C Durrant, Group Head of Pastoral and Administration
C Shaw, Group Sixth Form Principal
D Barton, Assistant Principal Adult
D Coomes, Assistant Principal Sixth Form Provision
G Evans, Group Quality Manager
G Jefferson, Group Deputy Sixth Form Principal
J Robson, Head of Centre OSFC
J Stockings, Group Assistant Principal Sixth Form Provision
K Sida-Nicholls, Group Director of Teacher Development & Research
L Chapman, Regional Director for SEN
L Moody, Principal Strategic Growth and Partnerships (part)
L Parish, Assistant Principal Apprenticeships
N Hart, Group Sustainability Lead
N Savvas, Chief Executive Officer
N Payne, Group Director Careers, Opportunities, and Progression (part)
P Stittle, Executive Director Business Development
S-L Neesam, Group Head of Safeguarding
S Small, Assistant Principal ASFC
S Gales, Governance Professional
- Apologies:** A Harvey, Group Assistant Principal Sixth Form Provision
H Colthorpe, WSC Staff Governor

Absent:

The agenda was discussed in the following order: 1, 2, 3, 4a, 6, 4b, 5, 7, 8, 9, 10

1. **Declaration of Interests and Apologies for absence**
Members recognised the standing declarations. No other conflicts of interest in relation to the items of the agenda were declared.

Apologies for absence were received from A Harvey and H Colthorpe.

The Chair welcomed J Leeder, L Ireland and R Holden to the new Committee.
2. **Minutes of the meeting on 4 December 2023**
Members reviewed and **agreed** the minutes of the meeting on 4 December 2023 as an accurate record.
3. **Matters arising from the meetings on 4 December 2023**
Two of the four matters arising from the previous meetings were complete with

Action

two partially complete and ongoing.

S-L Neesam provided a verbal update in relation to the ongoing items and the Committee **agreed** to close these items.

J Drake, L Moody and R Holden joined the meeting at 4.06m

The Committee commended the report by N Hart and L Moody outlining work to embed sustainability in the curriculum, and the progress of the Sustainability (executive) Board. L Moody to share report with the Corporation and Trust Board.

L
Moody

4.a. QUALITY OF EDUCATION

i. High Needs students (SEN)

Members received and considered the Group report provided, though L Chapman noted that the data is incorrect. L Chapman will present the correct data at the next meeting in March 2024.

L Chapman informed of the outcome of the Suffolk SEND Area Review and summarised how we are working with the Council to help and support them to make systematic improvements.

Members noted the SEND Area Review report findings highlighted issues with the quality and availability of EHCPs and queried if our students have experienced these issues and the scale/prevalence and impact of the issue. L Chapman answered this and noted that if we suspect/identify SEN needs, even if there is no EHCP, we support students to have a formal SEN needs assessment and provide specialist SEN support.

ii. 'At Risk' students (Children in Care and/or Young Adult Carers)

Members received and considered the Group report provided and S-L Neesam summarised the key points.

Members queried the role of the 'virtual school'. S-L Neesam answered this.

Members commended the high retention rate and queried why there is lower attendance at WSC and the planned actions to address this. S-L Neesam and G Jefferson answered this. Members asked for an analysis and action report on this at the next meeting.

S-L
Neesam

Members queried what is meant by 'UASC'. S-L Neesam answered this.

Members asked S-L Neesam to convey the Committee's thanks to Claire and Jackie for the high-quality report.

iii. Elected Home Educated students

Members received and considered the report provided and J Stocking summarised the key points.

Members commended the plans to grow this provision and queried how we are advertising this provision to potential students/parents. J Stocking answered this.

Member queried which other local providers offer this provision. J Stocking answered this.

4.b. CURRICULUM DEVELOPMENT

i. Annual Accountability Agreement

Members received and considered the Group report provided and G Jefferson summarised the key points.

Members commended the report and the proposed Aims and wanted to confirm that the targets are realistic and achievable. G Jefferson answered this, though

G Jeff.
L Parish

members suggest he and L Parish review the target for Aim 2.

Members discussed Aim 1 and queried the timescale by which we will be able to establish additional Employer Advisory Boards. L Moody answered this.

Members also suggest referring to ASFC's outstanding Ofsted rating.

G Jeff.

G Jefferson to update the report and share it at the next meeting, in readiness for the Committee to review and recommend it to the Corporation.

G Jeff.

5. BEHAVIOURS AND ATTITUDES

i. Pastoral concerns report (inc. suspensions / exclusions)

Members received and considered the Group report provided and C Durrant summarised the key points.

Members noted the higher number of student suspensions at WSC and queried the reasons for this. C Durrant answered this and explained the support and interventions put in place to address/improve behaviours.

Members discussed the how the PPT team respond to students bringing alcohol and/or drugs on campus, in line with our zero-tolerance policy. J Leeder, as Student Governor, voiced support for the supportive and trauma informed approach taken by the PPT team, and suggested we continue to communicate with the student body, so they are aware of both our policy, our expectations of them and the support we make available to them.

Members noted the correlation between rising levels of undiagnosed SEN needs and/or increasing welfare needs amongst young people, with the rising incidents of pastoral concerns; and discussed plans to improve screening upon enrolment to identify needs early to inform appropriate and timely interventions.

6. PERSONAL DEVELOPMENT

i. Enrichment Opportunities and Character Strengths

ii. Careers IAG and Work Experience

Members received and considered the Group report provided and N Payne summarised the key points.

Members commended the quality of the report and the Chair invited members to observe the work of this team via the Governance 'First Hand' sessions.

Members discussed the applications to UCAS and student destinations data and the reasons for the emerging trends. The Executive summarised their plans to improve reporting, communications, and guidance to support students to continue to progress to positive destinations. J Leeder, as Student Governor, fed back on the student perspective.

Members queried the completion rate of enrichment survey. N Payne answered this.

N Payne left the meeting at 5.00pm

7. SAFEGUARDING

i. Welfare KPI report (autumn term)

Members received and considered the Group report provided and S-L Neesam summarised the key points.

Members queried the level of County Lines activity. S-L Neesam answered this.

8. Risk Register Extract

Members received and considered the extract from the SAT Risk Register and WSC Risk Register provided and discussed the 6 yellow risks.

Members reviewed the risks and **felt assured** that the mitigations proposed were appropriate.

9. Internal Auditor's Findings Report

Members received and considered the Internal Auditor's Findings Report for Mental Health and Wellbeing which took place in July 2023 and was graded as **significant assurance** and resulted in one low risk recommendations for students and four low risk recommendations for staff and one added value suggestion.

Members queried if we held the wellbeing day arranged for September 2023. K Sida-Nicholls confirmed we did, and these will continue.

Members discussed the prevalence of undiagnosed SEN needs and whether to add as a risk, though felt assured that it is a well-mitigated environmental risk.

Members feedback on recent training on staff wellbeing and proactively mitigating against burnout.

Members received and considered the Internal Auditor's Findings Report for 16-18 student recruitment which took place in January 2024 and was graded as **significant assurance** and resulted in two low risk recommendations and one added value suggestion.

Members reviewed the report recommendations and the management response and **felt assured** by the actions proposed.

10. Any Other Business

i. Governance training

The Chair commended the recent training sessions on SEND and understanding how the curriculum meets the needs of students and inspection readiness, and reminded those who could not attend that the recording and notes from these sessions is available via the Governance Professional.

The meeting closed at 5.52pm