

Minutes of the hybrid meeting held on 13 March 2023 at 4.00pm

Present physically: N Savvas, CEO

S Daley, Chair

Present virtually: C Chua(part)

J Wakelam, Vice Chair

In attendance:

A Hurrell, Group Head of Quality (part)
A Maltpress, observer (part)
C Marshall, Group Assistant Principal Inclusive Learning
C Shaw, Principal Sixth Form Provision
D Barton, Assistant Principal Adult Curriculum (part)
D Coomes, Assistant Principal Sixth Form Provision Curriculum
G Jefferson, Assistant Principal Sixth Form Provision Curriculum
K Sida-Nicholls, Group Director Quality Improvement
L Moody, Principal Strategic Growth and Partnerships
L Parish, Assistant Principal Strategic Growth and Partnerships Curriculum
P Stittle, Executive Director (part)
S Gales, Governance Professional
S-L Neesam, Group Head of Safeguarding

Apologies:

C Durrant, Head of Pastoral Support
D Gartland, Group lead for Quality Assurance and Student Enrichment
G Chittock-Nash, Group Vice Principal Student Support
H Colthorpe, Staff Governor
J Robson, Group lead for EDI, Quality Improvement and Teacher Development
N Payne, Group Director Extended Opportunities

Absent:

A Mapana, Co-opted
L Chapman, Co-opted
S Shaddock, FE Student Governor

1. Declaration of Interests and Apologies for absence

J Wakelam, N Savvas and S Daley declared their roles as Trustees of Suffolk Academies Trust. No other conflicts of interest in relation to the items of the agenda were declared.

Apologies for absence were received from H Colthorpe and various members of the Executive.

The absence of A Mapana, L Chapman and S Shaddock was noted.

2. Minutes of the meeting held on 5 December 2022

The minutes of the meeting held on 5 December 2022 were **agreed** as an accurate record.

3. Matters Arising from the meeting on 5 December 2022

All matters arising were complete aside from one which is due in November 2023.

Governors discussed the evaluation of the sexual harassment pilot. Governors noted it would be helpful to have more detailed data when available to enable analysis of impact and to best determine the next steps. S-L Neesam to provide more detail in the next Student Support and Safeguarding Report.

Action

S-L
Neesam

D Barton joined the meeting at 4.10pm

4. Risk Register Extract

Governors received and considered the extract from the risk register.

Governors discussed whether the mitigations were appropriate and noted the inter-connectivity of multiple KPIs in reflecting impact.

Governors discussed WSCR044 and queried whether the downgrade from yellow to green was a result of the mitigations. The Executive advised that the mitigations have helped to close the gap and lessen the risk and noted our wrap-around support for students has also been invaluable in supporting students to continue their studies and progress.

Governors reviewed the risks and **felt assured** by the mitigations proposed.

5. 2022/23 Quality Improvement Plan

Governors received and considered the QIP and A Hurrell summarised the key points.

Governors discussed the updates for high needs students, and queried how we are ensuring strong data protection of these learners' files while also sharing them with teachers in support of the learners. C Marshall to report back.

C Marshall

6. Maths and English Report

Governors received and considered the paper provided and G Jefferson provided a summary of the report:

Governors noted the lower attendance in Maths and queried the reason(s) for this. G Jefferson noted that many 16-18 students have pre-conceptions about Maths which create barriers to learning, and outlined how the Maths team are working with students and the wider-curriculum teams to support students to engage.

[A Maltpress joined the meeting at 4.31pm](#)

Governors commended the recent student resit results and noted this shows the impact of works to strengthen Maths and English outcomes.

Governors noted plans to contextualise Maths and English and asked for some examples of this. The Executive summarised examples.

Governors noted the change in our internal requirements prior to entering students for a re-sit and queried whether this is this to incentivise the marginal students to work harder towards a Grade 4 or if without meeting those requirements, historic data advises that they will likely benefit from a resit. G Jefferson answered that it is a mixture of both.

7. Termly KPI Report
i. Sixth Form Provision

Governors received and considered the paper provided and A Hurrell summarised the key points:

- Overall attendance is higher than this time last year
- Overall assessment progress is higher than this time last year
- Overall student retention is 7% higher than the national rate

Governors commended the strength of the data.

[A Hurrell and C Chua left the meeting at 4.44pm](#)

ii. Apprenticeship Provision

Governors received and considered the paper provided and L Parish summarised the key points:

- Overall withdrawals are lower than this time last year
- Overall in-year retention is above the benchmark
- Overall predicted qualification achievement rate is on track to significantly exceed last year and benchmarks.

Governors commended the new style report which aligned to the DfE's Apprenticeship training provider accountability framework and specification, and queried how this links to monitoring and intervention by Ofsted. L Parish answered this.

Governors discussed the provision areas under review and queried what action is being considered to ensure best outcomes for our students. L Parish answered this.

Governors queried where the College deploys its own Apprentices. L Parish answered this.

P Stittle left the meeting at 5.07pm

iii. **Adult Provision**

Governors received and considered the paper provided and D Barton summarised the key points:

- Overall attendance remains high
- Overall in-year retention is above the national rate

Governors commended the report and queried how the team staff the wide and changing array of courses. D Barton answered this.

Governors queried how these courses are funded. D Barton answered this.

iv. **High-Needs Funded Provision**

Governors received and considered the paper provided and C Marshall summarised the key points:

- Attendance (both within mainstream and in bespoke provision) is the same as that of sixth form provision
- Progression towards achievement (both within mainstream and in bespoke provision) is to the same as that of sixth form provision
- In year retention remains high

Governors discussed the RARPA method used to monitor progression towards achievement.

Governors noted that, nationally, Looked After Children, Young Adult Carers and Care Leavers are high 'at risk' categories within the community and discussed whether the Committee should receive a bespoke KPI report for these cohorts to better monitor their academic progress and support them into positive destinations. The CEO to consider how best to report this.

CEO

8. **Termly Student Support and Safeguarding Report**

Governors received and considered the papers provided, which included the autumn 2022 report. S-L Neesam summarised the key points.

C Shaw informed that our intervention to support students to access bursary funds has been very successful and we have seen a significant increase in uptake which is supporting students to overcome financial barriers to learning and to continue to access learning. Governors commended the progress of this.

Governors noted the LADO referrals and the Governor Lead for Safeguarding confirmed she is informed of each case.

9. **Any Other Business**

• **Use of Acronyms within reports**

Governors asked the Executive to define acronyms before use throughout their papers.

Executive

• **National Association of Managers of Social Services (NAMSS) award**

C Shaw noted that the ECG Student Support team was shortlisted as one of the top 3 teams in this award and is awaiting the outcome. Governors congratulated the team.

- **Association of Hairdressers and Therapists award**

D Coomes informed that WSC won Outstanding teacher/lecturer and Outstanding Industry and Engagement award. Governors congratulated the team.

- **Embedding sustainability into the curriculum**

Governors asked for a report to update on progress of this work. K Sida-Nicholls to present this at the next joint Educational Excellence Committee.

The meeting closed at 5.54pm

K Sida-
Nicholls