

EDUCATIONAL EXCELLENCE COMMITTEE

Minutes of the hybrid meeting held on 26 June 2023 at 4.00pm

Present physically: J Drake R Cannon, Co-opted
J Wakelam, Vice Chair S Daley, Chair
N Savvas, CEO (part)

Present virtually: C Chua J Baker
H Colthorpe, Staff Governor (part)

In attendance: A Hurrell, Group Head of Quality
C Durrant, Group Head of Pastoral Support and Administration
C Marshall, Group Assistant Principal Inclusive Learning
C Shaw, Principal Sixth Form Provision
D Barton, Assistant Principal Adult Curriculum
D Coomes, Assistant Principal Sixth Form Provision Curriculum
J Hanford, Head of Maths
K Sida-Nicholls, Group Director Quality Improvement
L Moody, Principal Strategic Growth and Partnerships
L Parish, Assistant Principal Strategic Growth and Partnerships Curriculum
P Alexander, Head of English
P Stittle, Executive Director for Business Development
S Gales, Governance Professional
S-L Neesam, Group Head of Welfare and Safeguarding

Apologies: G Jefferson, Assistant Principal Sixth Form Provision Curriculum

Absent: L Chapman, Co-opted
S Shaddock, FE Student Governor

Action

1. **Declaration of Interests and Apologies for absence**

J Wakelam, N Savvas and S Daley declared their roles as Trustees of Suffolk Academies Trust, and R Cannon declared her role as Chair of King Edwards VI School. No other conflicts of interest in relation to the items of the agenda were declared.

The Committee welcomed J Baker, J Drake and R Cannon as new members of the Committee.

Apologies for absence were received from G Jefferson.

The absence of L Chapman and S Shaddock was noted.

2. **Minutes of the meeting held on 13 March 2023**

The minutes of the meeting held on 13 March 2023 were **agreed** as an accurate record.

3. **Matters Arising from the meeting on 13 March 2023**

Three of the five matters arising from the previous meeting were complete, with one ongoing as the action is due to be reported in November 2023 and one item relating to defining when using acronyms noted.

4. **Risk Register Extract**

Governors received and considered the extract from the risk register.

Governors noted and queried why post-mitigation scores for WSCR036 (relating to the severity and occurrence of behavioural and welfare issues impacting student outcomes) and WSCR037 (relating to difficulties monitoring student progress), remain unchanged from the previous meeting. C Shaw explained this.

Governors discussed the new risk (WSCR062) relating to pupils using ChatGPT and asked if training is being provided for staff. K Sida-Nicholls confirmed the training has been arranged. Governors fed back that the risk title and our usage should not name 'ChatGPT' rather refer to generative artificial intelligence (AI).

FA Risk

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

5. **2022/23 Quality Improvement Plan**

Governors received and considered the QIP.

The Chair outlined how the QIP links to the Self-Assessment Report and is used as part of the quality cycle.

A Hurrell provided a summary of the report for Education Programmes for young people, High Needs students, Apprenticeships, Adult Education and Access to Higher Education.

Governors discussed the red and amber areas on the QIP, and noted some of these relate to teacher development. Governors asked K Sida-Nicholls to summarise the work of the teacher development team and outline new initial teacher training strategies. K Sida-Nicholls provided a verbal update. Governors queried whether the proposed teaching qualifications will be mandatory. K Sida-Nicholls to consider and update at the next meeting.

K Sida-Nicholls

Governors discussed the need to embed sustainability within the curriculum to achieve our strategic priorities. Governors asked to receive an update on progress to embed sustainability within the curriculum at the next meeting.

K Sida-Nicholls

The Chair commended the quality of the report.

6. **Maths and English Report**

Governors received and considered the paper provided which summarised attendance and re-sit exam achievements for maths and English.

J Hanford and P Alexander provided a summary of the report and outlined their work to embed maths and English within the curriculum to support engagement and outcomes.

Governors noted attendance for maths and English is lower than target and asked how the team are addressing this. J Hanford and P Alexander answered this.

Governors queried the engagement and support of parents and careers in promoting students to attend for maths and English. The Executive answered this.

Governors noted the planned use of Century Tech AI and queried the intent and implementation of this. J Hanford outlined the intent is to create individualised learning for students both inside and outside of the classroom. Governors queried how students will use the technology and whether there are plans to support students who may not have personal IT devices and/or internet connectivity. C Shaw confirmed we identify the barriers to learning at the start of the academic year, so we can provide appropriate IT devices and/or internet connectivity devices to students. C Durrant also outlined how students can inform mid-year upon a change of circumstance.

Governors noted and agreed the key priorities of the team.

Governors commended the pro-active and positive strategies implemented by the team.

H Colthorpe, J Hanford and P Alexander left the meeting at 4.58pm

7. **Termly KPI Report**

i. **Sixth Form Provision**

Governors received and considered the paper provided which detailed student attendance, progress and retention data, as well as assessment progress and forecast achievement.

A Hurrell provided a summary of the report's trends.

Governors commended the strength of the report and asked if the forecast achievement is likely to change. C Shaw answered this.

Governors discussed the retention issue for Culinary Arts as students positively progress into Apprenticeship roles in the industry.

ii. Apprenticeship Provision

Governors received and considered the paper provided which detailed progress against the Apprenticeship Accountability Framework measures as well as qualification achievement rate, retention, and analysis of students' planned end date.

L Parish provided a summary of the report's trends and explained the issues arising from staff turnover and sickness absence, and how this disruption to students' learning is being mitigated.

N Savvas joined the meeting at 5.10pm

Governors commended the strength of the report and the achievement rate which is above the national achievement rate.

iii. Adult Provision

Governors received and considered the paper provided which detailed student attendance, retention, recruitment, and achievement data, and summarised student feedback.

D Barton provided a summary of the report's trends.

Governors commended the strength of the report and the achievement rates and the continued responsiveness of the curriculum offer.

Governors noted the creation of Sector Based Work Academies and queried how these are run and the impact of these. D Barton and L Moody answered this.

iv. High Needs Funded Provision

Governors received and considered the paper provided which detailed student attendance, retention and progress towards achievement

C Marshall provided a summary of the report's trends.

Governors commended that students' attendance and retention data aligns to mainstream curriculum provision.

v. High 'at risk' categories within the community

Governors received and considered the new paper provided which analysed the destination data for young adult carer and children in care students:

S-L Neesam provided a summary of the report. C Shaw outlined how future reports will be developed and expanded to consider additional data metrics to analyse in-year progress.

8. Termly Student Support and Safeguarding Report

Governors received and considered the papers provided, which included the spring 2023 safeguarding report.

S-L Neesam provided a summary of the report's trends.

Governors queried the reasons for increasing levels of high-level bullying and harassment incidents. S-L Neesam in future reports to provide summary of the cause type and the analysis used to identify and implement an appropriate intervention.

S-L
Neesam

Governors noted eating disorders seem to be rising nationally and asked if this is affecting our students. S-L Neesam confirmed it is and summarised the planned interventions.

i. Student exclusion report

Governors received and considered the paper provided.

C Durrant provided a summary of the report and reasons for the three exclusions.

9. Stakeholder feedback inc. Complaints and Compliments

Governors received and considered the paper provided which outlined the results of the student surveys and summarised the complaints and compliments received between September 2022 and June 2023.

A Hurrell provided a summary of the report.

Governors queried how the survey data is used by the curriculum areas to support continuous improvement. A Hurrell answered this.

Governors commended the Executive for the large number of compliments and for resolving all complaints in line with our policy.

i. Employer engagement report

Governors received and considered the paper provided which benchmarked employer scores of the College against other local providers in the region.

P Stittle provided a summary of the report.

Governors noted the College received the most responses and commended the team for the fantastic employer feedback. Governors queried if there will be an action plan to further improve the scores. P Stittle confirmed this is in development.

10. Policies

i. Recruitment and Admissions policy

Governors received and considered the policy provided. C Marshall noted the policy needs some minor amendments to terminology and to rectify typos.

Governors agreed these were minor and immaterial to the policy substance, and **agreed to recommend the policy** to Corporation, subject to the amendments being reviewed and approved by the Group Sixth Form Principal.

C Marshall
C Shaw

11. Any Other Business

• County High School, Bury St Edmunds

N Savvas informed that County High School will be closing their sixth form provision in summer 2023, and we are working with Unity Schools Partnership to support students to progress into the sixth form provision of WSC and ASFC.

The meeting closed at 6.04pm