

Newton Abbot College Local Academy Committee

Minutes of the virtual meeting held on Tuesday 16th November 2021

Present:

Emma Bone [Appointed Governor]; Christine Candlish [Appointed Governor]; Linda Caunter (Chair) [Appointed Governor]; Cathy Hooper [Parent Governor]; Marina North [Appointed Governor]; Sarah Wilkinson [Staff Governor]; Amy Grashoff [Staff Governor - Headteacher]

Also Present: Louise Ransom present for Item 10d (which was dealt with early in the meeting)

1. Apologies

None - all present

2. Declaration of interests

None.

3. To agree Minutes of the last meeting held on 21st September 2021

Acceptance of these as a true record was proposed by CC and seconded by CH and agreed. The will be signed by the Chair at a convenient time.

Decision: minutes agreed

4. Matters Arising from minutes of the last meeting

- Sixth Form - registration analysis - AGA had circulated information to governors by email shortly after the last meeting
- CCTV investigation report and DPIA - the investigation report had been made available to governors and was noted.

Decision: both reports had been noted by governors

5. To review the following policies

a) Behaviour for Learning

AGA explained that this revised policy encompasses everything currently in place and details of a new reward system being rolled out later in the term. This will provide an instant reward system which will enable teachers to focus on the positive in class rather than the negative when dealing with behaviour. House Points can be awarded for effort, engagement etc, the RESPECT initiative and college values. New software to underpin this is being purchased - Class Charts - AGA gave brief overview. Re-introduces students earning points for their House as well as themselves which they can use to purchase items from the 'shop'.

AGA has discussed her own student behaviour thresholds with the pastoral team in line

with the introduction of this policy, using more in-college sanctions and support to reduce suspensions. AGA highlighted that 'values' still need to be decided and are still being worked on - these will be potentially change so requested policy be approved in principle and it will return to governors once the 'values' are known. Agreement of this was proposed by CH and seconded by EB and agreed by all.

LC asked when rewards will be launched. AGA explained the timeline for the rest of the term with trial use in the last 2 weeks of this term. Full use from Spring term. Very transparent system for staff and parents.

Decision: policy approved in principle. AGA to bring back to next meeting with updated values added.

AGA left the meeting - 7.09 pm

b) Admissions Policy 2023 - Clerk confirmed that this had been agreed via email by LAC and also in principle by Trust Board: now posted on website and copied to LA

Action: policy to be reconsidered in January following consultation. Will then need to be recommended to the Board for them to determine.

6. To consider the Budget and cashflow

Decision: minutes agreed

7. To receive Safeguarding update from CH

Referred to report: explained mix of students and the process of the student meetings.

Drew attention to the fact that all students without exception stated that teachers kept them safe, they had access to Student Support and that there was a cross section of staff they could go to. Highlighted the main concerns. Next step in the review is to send a survey to a wider student body in the Spring term and spend time with Designated Safeguarding Lead.

AGA re-joined the meeting at 7.24

CH re-iterated how positive and wonderful the students met were.

EB asked if HSB had been discussed - CH said this had not be covered or brought up by students.

AGA added that she is taking the report to SLT meeting - a useful report and good basis for SLT discussions. Added that at the start of term there were lots of students wandering to toilets during lessons so staff were asked to minimise incidents. There may be some who have taken this too literally. Prefects - LRI disappointed by comments: AGA feels it is a very rigorous process and students supported to be inclusive for all. Perhaps some Year 11 poor behaviour at break times could give this impression: a couple have lost their ties.

EB - re racism being normal. AGA has not witnessed this and does not feel this is an issue; any incident would result in suspension. Staff leading anti-racism group. SLT to seek wider views to ensure they are not missing any issues.

EB - is this just the tip of the iceberg of what is happening online etc? AGA understands behaviour standards have slipped over the last 2 years - largely due to COVID and lockdown - and a focus this year is to guide and support students to meet the expectations again. SPW added that there has been a renewed injection for teachers to work on this and perhaps the survey would be different if taken in a couple of months time after this renewed emphasis has been in place. Discussion followed on this. EB commented that students are themselves

aware that behaviour has slipped.

Action: CH to continue with review

CH left the meeting

8. To consider Headteacher's report

Governors thanked AGA for her detailed and clear report. Concerns raised that production of such a report could become onerous. AGA responded that it had been a team effort from SLT. It was agreed that this report would be presented to governors at meetings 2, 4 and 6 each year, and AGA will add additional comments onto this report for those meetings.

Decision. Governors to decide if any issues need discussing in more detail in future meetings.

9. To consider updated SEF/CIP

AGA advised that work was continuing on the SEF: this and the CIP would be presented to governors at meetings 1, 3 and 5 each year. Priorities identified during work on the SEF will feed into the CIP - areas of this are being written by relevant members of SLT. CIP will span 2 years and initial focus will be on expectations and basics. Governors in agreement for 2-year rolling document.

AGA explained that CIP will be shared with middle leaders to compare with their departmental improvement plans.

Governors requested a draft SEF at the earliest opportunity (in readiness for any inspection).

Decision: AGA to circulate SEF

10. MAT update

Minutes circulated were noted.

11. AOB

a) Pay Committee

The Pay Committee met on 9th November to consider the pay progression for the Leadership Team and all teachers. There were a number of staff not eligible for pay progression either because they are at the top of their pay scale, had already been awarded an increment when appointed to the college starting on 1st Sept, had been awarded a point on the Upper Pay Range (UPR) range last year (which is a 2-year incremental range) or did not apply to progress to the UPR. Of the remaining, 3 applications were received to progress on to the UPR; all other teachers were awarded a 1 point progression in the Main Pay Range (MPR).

For the 3 applications received for progression from MPR to UPR, consideration was given to the detail in each teacher's application and evidence submitted, together with statements of support from other middle or senior leaders. 2 of the applications were approved and 1 was refused.

b) Clerking of future meetings

Governors expressed their concern regarding the lack of replacement Clerk not being recruited. LC/SWI to meet to prepare communication to Trust board regarding this.

Decision: Governors to express concern to Trust Board

c) Governor roles and responsibilities

AGA raised the issue of the need to recruit more governors: LC/SWI to discuss plan for recruitment of more governors when they meet. AGA advised that Subject Team Leaders are keen to have link governors. Currently need named governors for certain responsibilities and after discussion the following was agreed:

MN - Platinum Arts Award

CC - Careers / Gatsby Benchmark

EB - DSEN

Decision: Above responsibilities agreed and governor recruitment to be planned.

d) **To discuss DSEN report with Louise Ransom**

LRA explained that this reports on the previous year's work. 12% of students last year were either EHCP or K. 200% increase in this number over last 5 years. Funding received and spending of this is shown in the report - LRA brought governors' attention to sections of the report explaining the impact of COVID on the provision and the various ways feedback is obtained from students/parents/carers. Speech & language need is becoming a growing area and is often linked to poor behaviour; other main areas of need are cognitive learning, sensory and physical needs including sensory processing, and emotional & social needs.

COVID impact: not being with peers, no structure, then once re-opened readjusting again to full college. Attention drawn to post COVID SWOT report: a positive from this was that professionals could attend all the virtual meetings, and the DSEN team creation/updating of resources - these will continue to have a positive impact Referred to section on CPD and intervention data. Explained the focus for the year and longer term, as detailed in the report.

EB queried progress for disadvantaged reading - LRA responded that the data is correct but explained that their engagement during lockdown was minimal and they were not participating and therefore pleased with the outcome bearing this in mind: comparable therefore with the progress of non-disadvantaged and therefore pleasing - there is more to it than the data shows. There was more to catch up on as they had not been engaging in lockdown - books were delivered to a lot of the students to ensure access to books, and the DSEN team tracked their students daily during lockdown

CH re professionals attending meetings - what impact on students and team? LRA giving advice and guidance and involved in solutions - TAF, AR, CiC reviews etc. Worked really well during lockdown when parents were with the students, but now it is not always so with parents joining remotely as this is strange for the students. Receipt of timely advice - quality of ideas better. It is still definitely better for those meetings when student not present.

LC thanked LRA and her team. Acceptance of the report was proposed by EB and seconded by MN and agreed by all present.

Decision: Report approved and thanks expressed to LRA and the wider DSEN team

e) **Microsoft Teams**

Clerk asked if all governors were able to use Microsoft Teams going forward for virtual meetings. One governor unsure so Clerk will explore this with her.

AGA requested meetings are virtual going forward and this was agreed.

Decision: future meetings to be held virtually and potentially via Microsoft Teams

f) **Governor re-appointment**

Clerk advised that the Trust Board had re-appointed LC as an appointed governor

Signed Dated.....

L Caunter
Chair

The meeting commenced at 6 pm and finished at 8.10 pm.