



Minutes of the meeting of the Governing Body Briefing held on Tuesday 15 September 2020 via Microsoft Teams remote technology

Present:

Dr Rupert Evenett	Chair and Foundation Governor (Chair)
Mrs Shireen Razey	Executive Principal (Principal)
Mrs Tricia Gilpin	Vice Chair and Foundation Governor
Monsignor Nicholas Rothern	Foundation Governor
Mr Ciaran Burns	Foundation Governor (Elect)
Ms Sally Mellish	Foundation Governor
Mrs Nana Reynier	Foundation Governor
Mrs Nicola Simpson	Foundation Governor
Mrs Hazel Wilkinson	Foundation Governor
Mr Jason Ochere	Co-opted Governor
Mr Andrew Lantry	Co-opted Chair of Audit
Mr Samuel Armah	Staff Governor (Teaching)
Mr Mike Smith	Staff Governor (Support)

In attendance:

Mrs Camilla Crampton	Deputy Principal (Pastoral)
Mr Simon Spearman	Deputy Principal (Quality & Vocational)
Mrs Holly Power	Deputy Principal (Academic)
Mrs Debbie Baldwin	Clerk

The Governing Body meeting began at 5.35 pm

The Chair opened the Governing Body meeting with the Governors' prayer.

The Chair thanked the Principal and Senior Leadership Team (SLT) for their work ensuring the safe re-opening of the Sixth Forms to staff and students.

1. Apologies for Absence, Changes of Membership and Declarations of Interest

Apologies for absence were received from Marlene Burt, Foundation Governor and Daniel Powell, Vice Principal Finance & Resources.

There were no declarations of Interest.

There were no changes to membership.

The meeting was quorate.

2. Minutes of the Previous Meetings held on 30 June 2020

The minutes were **agreed** as an accurate record.

Minutes of the Governor Sub-Group (COVID-19) special meeting held 11 August 2020 were **received** for information.

3. Matters arising from the previous meeting on 30 June 2020

All matters had been addressed.

4. Reopening, COVID-19 Phase 3 Risk Assessment

The Principal illustrated the first three weeks of term. Staff are fully on board with the return to site and face-to-face teaching. A small number of staff were unable to return for various reasons, including, for example, returning from a country recently removed from the travel corridor. Students are in bubbles during lesson time and at lunch time, and the wearing of face coverings in corridors is compulsory. Messages to students are reinforced in lesson time to ensure that they are conversant with the health and safety measures in place at the Sixth Forms and wider messages about the virus.

Additional costs have been incurred with the daily distribution of face coverings, a mobile catering unit at St Mary's at a cost of £10,000 for the autumn term, and an additional £5,000 cleaning cost.

Spaces at the site are being utilised according to the risk assessment. This has involved moving to a new space from the purpose built chapel at Aquinas because the chapel does not have external ventilation, and using the staff training and development room at Emmanuel for a second Additional Learning Support area for students to provide more space to social distance.

The Chair gave his thanks to the Principal and staff at the Sixth Forms for ensuring a safe return to the Sixth Forms for staff and students.

It was **RESOLVED** to receive and note the report.

5. Enrolment

The Principal presented the summary report and highlighted that overall student numbers are approximately 100 lower than the predicted number agreed with the ESFA. Whilst timetabled lessons for all students started the previous Monday, 7 September, there continues to be an adjustment to student numbers during this period as students continue to move between institutions. The impact of COVID-19 on enrolment is unknown, however, it is pleasing to note that the previous three-year decline is significantly less this year. Numbers have increased at St Mary's and Emmanuel, with Aquinas currently below the target number of students. A closer working relationship is being developed with partner schools with the Executive and Deputy Principals each working with particular schools. It was also noted that Level 2 student numbers have declined with more students achieving the entry criteria for Level 3 courses and that A level numbers have declined by approximately 4%. Other points of note were that there had been strong recruitment to the A Level equivalent pathways at Emmanuel and the number of Catholic students at Aquinas has sharply risen.

Students have settled well. At Aquinas there is one bubble of students making movement around the building easier and a culture change already seen with students using their free time to continue studying.

It was **RESOLVED** to receive and note the report.

6. Examination Outcomes

An Overview of the examination results for 2019-20 was presented by Simon Spearman, Deputy Principal (Quality & Vocational). These are reported in the context of calculated grades and centre assessed grades being awarded to students. There are no published value add or success measures to report and neither can a comparative analysis be generated. 100% pass rate was achieved at A Level and Level 3.

In response to a question about how the data can be used, the Deputy Principal (Quality & Vocational) responded that the data from 2018/19 is the best reflection of where the curriculum is. The 2019/20 outcomes do not offer an insight or provide reliable data to use for quality purposes or data comparison. The Teaching Staff Governor concurred with this analysis.

The impact for Ofsted inspections was discussed and it was noted that the new framework has a broader and more holistic approach which works better in the current situation. The assessment through

curriculum intent, implementation and impact will provide Ofsted with a balanced opinion. The latest guidance is that after the October term there will be a programme of visits to institutions requiring improvement and a sample of good and outstanding institutions to harness and share good practise in blended and remote learning. Inspections will be one day on site and one day remotely.

The Deputy Principal (Quality & Vocational) informed Governors that a blended learning week is currently taking place to ensure that staff and students are au fait with the platforms needed to teach and learn remotely. The aim is for students to be familiar on the use of Moodle and other virtual learning platforms to ensure that their learning is not impacted if they need to study at home.

In response to a question about the digital divide for students, the Executive Principal explained that all students on a bursary will be issued with a device by the end of the month. In the event of an immediate lockdown, the facility will be rolled out more quickly. At Aquinas all students will receive a device to use whilst at the Sixth Forms.

It was **RESOLVED** to receive and note the report.

7. Destinations

Initial data relating to university progression was presented by the Deputy Principal (Pastoral). Information was provided on student progression to higher education, noting that the statistics are not yet final with an elongated clearing due to the national issues of awarding grades. The careers team are also continuing to support students not progressing to university and a full report of non-university progression will be provided to Governors later in the year. There were many good news stories, including one student achieving a place at the University of Cambridge to study English Literature.

It was **RESOLVED** to receive and note the report.

8. Building Project

The Deputy Principal (Quality & Vocational) updated Governors on the building works at Emmanuel. The Business Studies and Level 2 LRC areas are in use, although awaiting new furniture. The Engineering area is delayed by approximately 10 days and will be in use after the October half term. The system of student bubbles due to COVID has reflected the zoning of students at the site. The Executive Principal informed Governors that financially the building work is in budget and that changes due to COVID has prompted discussions about possible changes at Aquinas.

It was **RESOLVED** to receive and note the report.

9. Strategic Objectives 2020-23

The Principal presented the strategic framework that will inform operational planning for the next three years. The framework brings together the background of the Sixth Forms, context and vision, and the strategic goals and objectives. At the end of each goal with the objectives, is detailed what this means and needs to be achieved by 2023, thereby shaping the objectives for the next 3 years into something more usable.

The document was well received. Clarification was requested on the approach to specialist teaching, learning and assessment (Strategic Goal 1). Governors voted to adopt the three year strategic plan.

It was resolved to **APPROVE** the Strategic Objectives 2020-23.

10. CTK Governors SharePoint Site

The Clerk introduced the Governors Portal and demonstrated how to access the site. Form to be completed at this time of year, including eligibility, declarations of interest and keeping children safe in education were highlighted.

11. Any Other Business

There was no other business.

12. Date, Time and Venue of the Next Meeting

The next meeting of the Governing Body will be held on Tuesday 1 December at 5.00 pm via Microsoft Teams remote technology.

The meeting was concluded at 6.25 pm.

Summary of matters arising from the meeting:

n/a

Signed:  _____ Date: 1st December 2020
Chair