



Minutes of the meeting of the Governing Body held on Tuesday 10 May 2022 at the Emmanuel site

Present:

Dr Rupert Evenett	Chair and Foundation Governor
Shireen Razey	Executive Principal
Tricia Gilpin	Vice Chair and Foundation Governor
Ciaran Burns	Foundation Governor
Marlene Burt	Foundation Governor
Monsignor Nicholas Rotheron	Foundation Governor
Hazel Wilkinson	Foundation Governor
Nana Reynier	Foundation Governor
Trevor Gomes	Foundation Governor
Nicola Simpson	Foundation Governor
Rosie Newbould	Foundation Governor
Mike Smith	Support Staff Governor
Mandy Richards	Teaching Staff Governor
Mrs Camilla Crampton	Deputy Principal, Pastoral
Mrs Holly Power	Deputy Principal, Academic
Mr Simon Spearman	Deputy Principal, Vocational and Quality
Molly Makota	Executive Director of Finance and HR
Ana Rodriguez	Student Governor Representative, Aquinas
Rachel Ajagbawa	Student Governor Representative, Emmanuel
Paula Amony	Assistant Principal
Deacon Javier Elderfield	Chaplaincy Coordinator
Linda Harrison	Clerk

The Governing Body meeting began at 6.35pm

The Chair opened the Governing Body meeting asking Deacon Javier Elderfield to lead the Governors prayer.

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

Apologies for absence were received from:

Lloyd Heath, Parent Governor
Andrew Lantry, Co-opted Governor
Jasmine Delos Santos, Student Governor St Mary's
Esosa Ibude, Student Governor Aquinas

There were the following declarations of Interest:

Ciaran Burns confirmed he had met with Clive Talbot, the Director of Vindex Systems Ltd. who provide the CCTV at Christ the King; they had met outside of CTK.

Rosie Newbould advised that she had met with the Director of Firefly.

Changes of Membership included:

Mike Smith reinstated as Support Staff Governor
Mandy Richards appointed as Teaching Staff Governor
Linda Harrison appointed as new Clerk to Governors (Governance Professional status pending)

Members introduced themselves, outlining their role within the Governing Body; the Chair welcomed all new members. The Chair thanked all present for their time and commitment to the Governing Body acknowledging the difficulties faced by educational establishments, particularly coming out of the Covid pandemic. Recognition was given to the SLT and all staff, during these challenging times for their hard work.

2 Minutes of the Previous Meeting

The previous minutes were **agreed** as an accurate record and will be signed electronically by the Clerk on behalf of the Chair.

3 Matters arising from the minutes of the Governing Body Meeting held 8 February 2022

There were no matters arising from the meeting held on 8 February 2022.

4 Chaplaincy and 10:10 RE Report to Governors

The report was written and presented by Deacon Javier Elderfield, Chaplaincy Coordinator, the main focus being the season of Lent. Reference was given to the main charity fundraising for CAFOD, voluntary work and community links, noting the charitable collaborations with the Diamond Club, the Eco initiatives, the local charity Power to the Fight and support for Demelza. The report highlighted examples of periods of reflection, the extensive activities that took place during the Easter Community Day and participation in the Jack Petchy achievement awards with a focus on students who have overcome challenges. Further acknowledgment was given to the students who won a Lewisham Mayor Award for voluntary contributions.

The Chaplaincy team have recently hosted a Chaplaincy Apprentice who has provided an outside perspective and encouragement to the students and team. Collective worship has taken place throughout the period of Lent including prayers, weekly reflections and daily thoughts shared with all staff and students. Recognition is also given to the positive weekly themes during this period including, Love, Justice, Reconciliation, Encouragement, Honesty, Choices, Responsibility, Joy and Vocation. Other faith celebrations have taken place and have been welcomed and enjoyed by the CTK community.

Governors expressed their thanks for the detailed and positive report, congratulations were expressed to the Chaplaincy team for their commitment to fundraising and local voluntary work. It was reiterated that the Chaplaincy is at the heart of all sites at CTK; students will turn to the Chaplaincy team for a 'listening ear', for consistency and support. Participation in social action activities is very evident. It was also noted the involvement of the ALS team and students and their inclusive fundraising efforts during the Community Day. The Catholic life within CTK is vibrant and is extended to all.

It was **RESOLVED** to receive the Report.

Deacon Javier Elderfield left the meeting.

5 Student Governor Report

Ana Rodriguez, Student Governor gave an overview of the student report. A key area of the student body has been the Environmental Change Group raising awareness of climate anxiety and helping to reduce the CTK Carbon footprint. The winning of the Mayor's award has been a highlight for students as well as the community work in the Bank of Things project located in Lewisham providing necessary items for young people and the Valentine's Day and Community Day activities. Other activities have included delivering assemblies on the CTK GRACES and Debate Clubs, guest speakers, Post 18 progression support and preparation for exams.

Governors thanked the Student body for their informative report, giving a perspective on student life at CTK. It was recognised that for many students they will be taking their first exams this year, although stressful many students want to experience the opportunity of show what they can achieve and take ownership of their results. Governors also acknowledged the positive and active involvement of CTK students at the Bank of Things project. Good luck was expressed to all students sitting exams.

It was **RESOLVED** to receive the Report.

6 Equality, Diversity and Inclusion

Paula Amony gave a verbal overview on the progress of the EDI Action Plan and Policy within CTK; the EDI Committee and Working Group continue to meet regularly taking the strategic action plans forward. Objectives include to promote equality of opportunity and to challenge stereotypes across all areas. To promote EDI through the curriculum and the 10:10 programme so that students have an opportunity to discuss and take forward views in a supportive environment and to ensure that CTK provides an inclusive, welcoming and vibrant culture so that all students and staff feel valued, respected and engaged.

Actions include, the displaying of the EDI calendar across all sites and student led Debate Clubs with an EDI focus. There has been recent participation in a training event with The Black FE Leadership which was attended by Senior Leaders and Committee members. The 10-point tool kit has been created to inform, guide and challenge further education providers to tackle racism and to promote diversity, inclusivity and equality across the sector. A wide range of events have been celebrated such as the LGBTQ+ History month, International Women's Day, Neurodiversity Day, Stephen Lawrence Day, Holi festival and most recently Eid, which was organised by the Chaplaincy team.

It was confirmed that the website was fully updated in relation to EDI in line with the Policy.

Governors expressed their thanks to PAO for the continued positive work taking place within EDI Committee and Working Group. They acknowledged the breadth of opportunities being created for students and staff and the importance of embedding the EDI Action Plan at CTK. EDI will remain a standing Agenda item.

It was **RESOLVED** to receive this verbal Report.

7 Principal's Report

The Principal outlined the main points from the Principal's Report, commending the good work of the IT team in gaining Cyber Essentials + status, (a requirement for future EFSA funding) and the positive two-day sharing of good practice visit from Ofsted in relation to Covid tuition funding. Focus was given to the Post-16 Education Act 2022 which introduces new duties on colleges to review and publish how the education and training on offer is meeting local skills needs. It will allow for the withdrawal of BTEC qualifications to be delayed by one year and outlines how Catholic Sixth Form colleges can become 16-19 academies.

The report gave an overview of the Augar Review, the SEND Green Paper and the Schools White Paper. There was an update on the property developments, noting the 20% increase with the tenders for the developments and modernisation at St Mary's.

Since writing the report, the Executive Principal shared that CTK will be support Teenage Ukrainian refugees with a community learning programme. This involves providing English lessons and careers advice at both St Mary's and Emmanuel until the end of term.

Governors thanked the Executive Principal for the detailed report. They questioned recent reports of A level exams moving on line and how would CTK be able to facilitate this in the future. It was confirmed that as part of the ILT Digital Strategy, the sites are already moving away from fixed IT rooms and many exams are able to be held in more flexible provisions, such as the LRC. It was also acknowledged with many universities continuing to teach blended lessons, students need to be prepared for the flexibility of hybrid learning.

Referring to the monitoring of guest speakers, Governors questioned if this needs to form part of the CTK Risk Assessment. The Executive Principal confirmed that there is already a robust process in place for the booking of guest speakers.

Governors questioned how would CTK change if it became an academy; the Executive Principal outlined this would be depended on whether or not CTK could become a Multi Academy Trust in its own right with the 3 sites, single institutions are no longer able to become academies. It was agreed this would be discussed when more information is known.

With reference to Augar Report, Governors asked how this would affect CTK students. The Executive Principal advised that this remains in consultation, however, this ruling could result in less progression to university for those CTK students who have not passed, for example, their Maths GCSE; this could impact approximately 150 students per year. A discussion took place regarding funding for the Maths Centre for Excellence and how the good practice can continue.

It was **RESOLVED** to receive the Report.

8 Safeguarding Update

A verbal update was given on safeguarding. CTK continues to use Kate Young as an external advisor and reassurance has been provided that safeguarding procedures in place are robust. The DSL training is up to date, safeguarding recruitment remains stringent for new staff and the Single Central Register is compliant. The 10:10 programme remains a source of support for students, (this week is mental health awareness) and the pastoral team continue to support the most vulnerable students. Representatives from CTK will be attending an annual safeguarding conference in June 2022. Work with external agencies include Police Liaison Officers and Social workers, many meetings are now taking place back on site.

Further reassurance was given by the Governor Safeguarding lead, that safeguarding is effective and confirming that the SCR is monitored 6 times a year. It now includes details of contractors on site and visiting Priests etc. PREVENT training is up to date also.

Governors thanked the Safeguarding Leads for the hard work undertaken with safeguarding. Governors questioned how incidents of antisocial behaviour are monitored and tracked; it was confirmed that many incidents are behavioural risk rather than safeguarding risk, however all peer on peer behaviour is monitored, tracked and where necessary reported to the Police.

It was **RESOLVED** to receive the Report.

9 Curriculum & Quality (C&Q) Committee

The Chair of the C&Q Committee reported on the main points of the meeting held 24 February 2022; the minutes and report were taken as read. No questions were received.

It was **RESOLVED** to receive and **APPROVE** the Report.

10 Audit & Risk (A&R) Committee

The Chair of the A&R Committee reported on the main points of the meeting held 9 March 2022; the minutes and report were taken as read. Governors agreed for the External Auditors to remain for another year. Governors agreed with the Insurance renewal to be moved to Aviva. No questions were received.

It was **RESOLVED** to receive and **APPROVE** the Report.

11 Finance, Resources & Business (FR&B) Committee

The Chair of the FR&B Committee reported on the main points of the meeting held 23 March 2022; the minutes and report were taken as read, there were 5 items for recommendation to the Governors:

- Financial Regulations 2022-2023
- Financial Strategy 2022-2025
- Redundancy Policy

- Staff Induction Policy
- Health & Safety Policy

All regulations and policies approved. It was clarified that there is Governor involvement in relation to the Redundancy Policy. No further questions were received.

It was **RESOLVED** to receive and **APPROVE** the Report.

12 Governance & Search (G&S) Committee

The Chair of the G&S Committee reported on the main points of the meeting held 21 March 2022; the minutes and report were taken as read. The Chair outlined further details regarding the Governors Strategy Day on 17 May 2022 and future Governance training. No questions were received.

It was **RESOLVED** to receive and **APPROVE** the Report.

16 Any Other Business

A Governor asked for clarity on the procedure to bring agenda items to future meetings. The Chair explained that the Full Governing Body aim to keep to formal agenda items; any particular items can be raised with the Clerk to either go through a specific Committee for discussion, or the Chair and Executive Principal in the first instance.

The Chair thanked all for their attendance and participation for the meeting.

Date of the next meeting:

Tuesday 28th June 2022 at 6.30pm at Emmanuel

The meeting was concluded at 8.11pm.

R Evenett

28 June 2022

Signed: _____ Date: _____

Chair