

SFCF AQC Minutes, Monday 4th October 2021, 5pm

Present: Helen Manning (Chair), Rachel Holmes (Vice Chair), Catherine Cole (Principal), Steve Birtles, Justin Slater, Peter Williams, Andrew Freeman, Greg Thornton, Dawn Arnold

In attendance: Simon Reigh (Assistant Principal), Matt Smith (Assistant Principal), Rebecca Rhodes (Assistant Principal), Helen Ruxton (Assistant Principal), Kate Thomlinson (Governance Professional).

1. Standing Items

- 1.1 No apologies. Full attendance
- 1.2 Declaration of Interests not previously declared: None
- 1.3 Minutes from 21st June 2021: Approved
- 1.4 Action Points from previous meetings:
 - KT to circulate ECT Policy following Trust Board approval. **Completed**
 - HR and MS to report to AQC (via RH) on Quality Assurance Framework. *The Quality Cycle was developed last year to improve the link between curriculum and pastoral. Unfortunately SFCF was only able to implement the Quality Cycle for one term before lockdown created other priorities. The Quality Cycle is now being implemented and is under constant review, supported by a live document. This document will be shared with the AQC.* **Completed**
 - RR to report on the continuing monitoring of the Music Department. *The Music Department is closely monitored by RR who will report any issues to AQC.* **Completed.**
 - AW invited to return to AQC at a later date with greater data provision based on questions provided in advance from the AQC Members. *This will take place as per the AQC Cycle of Business in third meeting due to be held 24th January.* **Completed**
 - E&D policy to include reporting process and contact details. *The policy is under discussion. A Trust E&D Statement is statutory, the Academy E&D policy is not, potentially the E&D audit is of more value. E&D to be considered in recruitment of new AQC members. E&D Staff statistics to be reported to AQC.* **In Progress**

2. Chair's Update

It was agreed that documents will be made available 2 weeks in advance of the meetings.

2.1 New Student Councillors

Student Council elections are taking place. It is expected there will be a two new Student Councillors at the next meeting.

2.2 AQC Governance Development Plan Autumn Term 2021 - OFSTED

HM discussed the AQC Governance Development plan in light of the Ofsted feedback from the inspection that took place w/c 27th September 2021. The feedback included the following points

- Leaders have thoughtfully and carefully designed/prepared the curriculum which is both personal and academic.
- Careful thought has been given to the CPD programme, rooted in research, a 3-year programme which is paying dividends.
- The staff are professional and motivate the students who in turn take responsibility for their learning (both personally and academically).
- The staff have a passion for learning and it's clear that they work relentlessly as a team to drive forward quality.
- Staff at all levels feel very well supported and that support is valued. They are proud to work at the College.
- Students have a high respect for each other, they feel comfortable in College; they feel safe and accepted.
- The students feel they can work here academically and thrive under the healthy pressure exerted.
- There is a real sense of community which is not an accident.
- This is not just outstanding; it is truly outstanding.
- These learners are the leaders of the future.

It was noted that High Needs was an area that had not been inspected before. The inspectors shadowed the High Needs students and were extremely impressed by the experience of these students. As will all other areas inspected, High Needs was awarded 'Outstanding'.

The Ofsted report will be officially released in around three weeks' time.

The AQC requested that their 'Thanks' and 'Congratulations' be expressed to staff at tomorrow's Staff Briefing.

As part of the Governance Development Plan, Councillor Induction is being developed.

Action: *KT to circulate a Structure Diagram*

Action: *KT to clarify role of AQC in HR monitoring.*

Action: *Councillors to consider when they are able to visit College and RH to co-ordinate*

Action: *KT to publish College calendar of events on Governors Hub/share Matt Shepherd's document*

Action: *Councillors to resolve any Prospect Trust email issues with IT*

Action: *SLT to update AQC Induction Document on the Google Drive*

2.3 Trust Update

Trust Board followed by Trust Strategic Planning to be held next week. Here the Academy Principal's discuss their vision in the context of Trust strategy.

3. Senior Leadership Team Update

3.1 Principals Update (Including complaints monitoring and attendance update)

There are currently 3,905 students on roll. Attendance for first years is 96%, second years 92.5% and in line with last year. There are around 42 students self-isolating. All

lessons are available on-line. The College is not compelling students either way on the vaccination programme but is offering information.

The students are pleased to be in College with Enrichment activities beginning in-person this coming Friday. There are no complaints outstanding.

4. Exam Results

4.1 Results and Headline Figures

2021 results will not be published and are not being used in discussions on staff performance, this is in line with DfE guidance.

The results in Economics, French and Photography were discussed in light of the investigation carried out by Vince Scannella. It was agreed that although these subject areas would not be put on the QIP they would be monitored closely. Should the TAG process be necessary for next year, the AQC will be involved at an earlier stage for monitoring.

The government is currently consulting on contingency arrangements for qualification awards for next summer should it not be possible to hold exams. This consultation closes 13th October. In discussions on what could be learnt from this year's process at College, the pressure on the current Y2s was noted (the exam results will be brought further back in line with 2019 results; less university places due to people deferring; uncertainty over the assessment process).

4.2 Grade Appeals

Further to the paper provided by SR, there is now only one appeal outstanding. None of the previously outstanding appeals were upheld

5. Quality Improvement Plan

The QIP is generated from internal discussions. Underneath the published QIP there is a detailed plan delineating responsibilities with timeframes.

Action: KT to clarify process of QIP approval

Action: SR to add 'Name', 'Date', 'Progress' information to QIP for AQC

6. Safeguarding

6.1 Safeguarding Update

There is currently one outstanding disciplinary. Since the beginning of term 15 contacts with outside agencies have been made. These numbers are in line with previous years.

Following the fatal car accident that took place in the early hours of 26th September, the support given to those student directly and indirectly affected was discussed. The College is reliant on non-partner schools informing them if there is an incident in that school that may affect a College student.

6.2 Child Protection and Safeguarding Policy

To be shared with the AQC on completion.

6.3 Safeguarding Audit

To be shared with the AQC on completion.

7. Application Numbers

The AQC thanked HR for the ethnicity data. The first Equality and Diversity working group meeting will be held in November and Councillors are invited to provide questions/areas for discussion.

A number of issues resulted in high application numbers not translating to high enrolment numbers. It is likely the remote nature of the application process last year led to a less committed relationship between applicants and the College. This year open days are back to being held as in person events, with 3,000 tickets already sold for the Open Days to be held 19th-21st October. Link tutors have been visiting partner schools and interviews will also be face-to-face.

Transport may also have been problematic for some students with price increases and half termly tickets no longer available. HR is looking into solutions to this with Stagecoach and Trust Finance Team.

Action KT: to request the breakdown of ethnicities among staff from the HR dept.

8. Admissions Policy

To be shared with AQC on completion.

9. Calendar

- 15th November
- 24th January
- 14th March
- 9th May 2022
- 13th June 2022

Meeting closed 7pm