

## SFCF AQC Minutes, 31<sup>st</sup> January 2022, 5pm via Zoom

Present: Helen Manning (Chair), Rachel Holmes (Vice Chair), Catherine Cole (Principal), Greg Thornton, Dawn Arnold, John Luxton, Steve Birtles, Justin Slater, Peter Williams, Kirstie Van Oerle, Katherine Money, Angela Cowdery.

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

### 1. Standing Items

- 1.1 Apologies: Rebecca Rhodes, Helen Ruxton
- 1.2 Declaration of Interests not previously declared: None
- 1.3 Minutes from 22<sup>nd</sup> November 2021: Approved
- 1.4 Action Points from previous meetings:
  - *Councillors to consider when they are able to visit College and RH to co-ordinate. **See Item 5.***
  - *Councillors to resolve any Prospect Trust email issues with IT. **Completed, except for one minor issue.***
  - *SLT to update AQC Induction Document on the Google Drive. **Ongoing***
  - *Councillors to give feedback to CC on format and content of report. **See Item 3***
  - *CC/RR to include a target figure for attendance in written report. **Attendance target is 100%.***
  - *RR/SR/RH to consider how Councillors can engage with Curriculum Area Action Plans this year. **See item 4.***
  - *HM/HR to clarify the exact process if the college were over-subscribed. **Meeting scheduled for 18<sup>th</sup> March 2022 to discuss.***

### 2. Chair's Update

Introductions were made to the new Councillors. HM has now completed the National Association of Governors Chairing Course.

#### 2.1 Trust Update

HM provided an update from the December Trust Board meeting including approval of the Safeguarding Policy. The increased funding rate and guided hours were discussed as this poses a number of issues for the College to consider.

The AQC were informed of the intention of Simon Jarvis to resign as Trust CEO at the end of this academic year.

### 3. Senior Leadership Team Update

#### 3.1 Principals Update (Including complaints monitoring and attendance update)

The written format of the Principal's report was welcomed by the AQC. However, the importance of a verbal addition to the report was noted. If Councillors wish to see other items included in the written report please contact CC.

CC informed the AQC of a recent incident involving an Instagram site set up about the College where some negative comments had been posted. This site has since been taken down thanks to intervention from the Student Union. Reaction from staff on how this incident was dealt with has been mixed.

At a recent Maple Group meeting, low level poor behaviour among Y12s was identified as a nationwide problem.

Following research carried out by Adam Slade, Disadvantage Lead Tutor, the Learning Resource Centre will operate extended opening hours. This is for a three week trial period to provide a quiet place for students to study who may not have provision at home. There are issues around transport and staffing. Results will be monitored.

### 4. GCSE and A Level Resit Results

The AQC noted the GCSE and A Level resit results.

### 5. Quality Improvement Plan

RH met with SR and RR to discuss how best Councillors can interact with the College staff. There is a Curriculum Mangers meeting scheduled 1<sup>st</sup> Feb where SR and RR will ask for volunteers to liaise with Councillors. It was acknowledged that visits need to be managed carefully to minimise impact on staff. The purpose of visits is to raise awareness for Councillors not to inspect. It was suggested that a focus might be recovery from the pandemic as this is an overarching element of the QIP.

It was noted that there is a lack of awareness among staff as to who the Councillors are. It was suggested that Councillor bios could be put on the College website.

AF has completed reports on the Personal Learning Device strategy and also an update on Geography, both will be posted to Governor Hub.

Questions were raised over the expected grade profile for this year as nationally grades are expected to be brought more into line with the pre-pandemic profiles. The College have provided 200 hours of 1:1 tutoring to help students who are struggling and have purchased another 400 hours from MyTutor.

**Action:** RH will draft some baseline questions for Councillors

**Action:** KT to arrange tour of College for new Councillors

## **6. Learner Voice**

The AQC noted that Learner Voice results are very high level and offer little insight into individual subject areas. However, getting more detail is tricky where a department is small. Learning walks may be a better option for Councillors wanting to find out about a particular subject area.

## **7. Update from the Student Association**

The Student Association is now called the Student Union. JL updated the AQC on the successful Christmas event and the upcoming Cultural Day.

TAGs are creating a lot of stress for students.

## **8. Equality and Diversity**

RH attended the E&D working group and reported on the enthusiasm of all involved.

KVO has agreed to take on the role as E&D Link Councillor.

## **9. Safeguarding**

MS reported that it is difficult to compare safeguarding statistics due to the way incidents are reported. The threshold for CAMHS involvement is now so high there is little point in making contact.

## **10. Calendar**

- 14<sup>th</sup> March
- 9<sup>th</sup> May
- 13<sup>th</sup> June

Meeting closed 6.55pm