



Minutes - Academy Quality Council

Monday 9th December 2019 at 5pm

Present: Peter Eyre (Chair), Rhys Chant, Rachel Holmes, Helen Manning and Nigel Wooldridge.

In attendance: Catherine Cole (Principal), Simon Reigh (Assistant Principal), Helen Ruxton (Assistant Principal), Matt Smith (Assistant Principal) and Kate Thomlinson (Clerk to the AQC).

1. Standing Orders:

1.1 Apologies for absence

Apologies received from; Miaya KC, Sue Myland, Mike Larcombe, Dawn Arnold, India-Rose Marriott and Rebecca Rhodes,

1.2 Declaration of Pecuniary Interests

None declared.

1.3 Safeguarding

Councillors were reminded to consider any safeguarding issues in all agenda items.

1.4 Approval of Minutes

SR noted two amendments in the previous minutes;

1. Under Item 1.6: Vocational Report response. Replace Nathan with Robert Savory.
2. Under Item 2.3: Monitoring Data Feedback - Voice. *'Simon Reigh noted that requesting parent feedback was an Ofsted requirement'* corrected to *'Simon Reigh noted that requesting parent feedback was considered by Ofsted as good practice'*.

Minutes to be amended. Amended minutes to be signed by Peter Eyre.

1.5 Matters arising

- Missing biographies. Now only one biography missing.
- DBS update provided. AQC informed that SFCF meets all government requirements and is in line with the policies of other educational institutions. AQC

PE

requested clerk obtains costings (and potential workload) from annual renewal versus 3 year renewal for further discussion. **Action KT**

- Staff retention update. AQC provided with staff turnover figures. AQC requested information from exit interviews regarding reasons for leaving. **Action KT**
- Policy work update. ACQ informed of the progress of the Policy Working Group. AQC requested access to Policy folder on Google Drive. **Action KT**

1.6 Chair's Business

- Trust Update. No news from the Trust ahead of the Trust Board Meeting and AGM on Wednesday 11th December.
- RH provided a verbal report on the Open Evening Event noting the success of the evening. Discussion on whether to make CC's presentation available on the SFCF website.
- HM provided a verbal report on the Quality Review Meetings. Written reports for all visits are available. HM informed the AQC of the issues that had arisen from the Quality Review Meetings.
 - Staff teaching over three subjects. CC confirmed that there had been a crossover in social sciences but this was no longer the case.
 - A low achieving student had been allowed to take four A level subjects. CC confirmed that this area is problematic. This case was an anomaly and each case is considered individually.
 - Girls perform less well in maths than boys. The explanation being that girls are often starting with a lower achievement at GCSE. SR informed the AQC that the data does demonstrate that girls improve during their time at the College. SR can provide girls maths performance / improvement data.**Action SR**
- Music Department. HM informed the AQC of parental concerns regarding staffing levels in the Music Department. CC provided a background of events that have resulted in the current staffing levels. Candidates for Head of Music to be interviewed this week. A discussion of how the AQC becomes informed of such issues followed. The importance of Quality Review Meetings was noted. Music will be added to the list of curriculum areas to watch for AQC this year.
- Music Scholarship Programme. The cost of music provision was discussed, including the scholarship programme, in relation to the results achieved. CC confirmed a Music Scholarship Programme will remain but will be structured differently. The enrichment programme will continue.

PE

2. Main Issues for Consideration and Discussion

2.1 Data Dashboard update - SAR and QIP

SR gave a brief introduction to Self Assessment Report (SAR) and Quality Improvement Plan (QIP) informing the AQC that these were now ready for OFSTED. SR informed the AQC that, in February, the College will go through a PQR (Peer Quality Review) where deputy principals from other Hampshire colleges will examine the robustness of our quality assurance and improvement processes. SR will report outcomes at the March AQC meeting.

PE questioned the number of 'no-shows' at IAG interviews, as reported on p32 and queried the QIP response to this. HR explained the number is overstated as a 'no-show' will be called back for a further 2 interviews. Therefore 1 student can count as 3 no-shows. SR will look further into the figures and necessary remedial action. **Action SR**

NW asked if the Leadership and Management improvements, p75, were listed in order of priority. SR confirmed that this was not the case. With regards to the first item on p75, NW queried the consistency of communications with parents, noting there is a difference in the communications between parents of students in vocational courses and those studying A Levels. MS confirmed that the working party mentioned in the report, has been set up.

SR pointed out that Behaviour and Attitudes, p69, had been classified as 'good' rather than 'outstanding' and that this was a first for the College. This was due to poor attendance, especially in second year, at Prospects and at tutorials. HR informed the AQC that changes had been made to the Prospects and tutorial responsibilities following student feedback,

SR left the meeting at 18.00hrs.

NW asked if the College green dot system aligned with ALPS disadvantaged students. MS confirmed this was almost certainly the case. CC informed the AQC that the College will have a green dot champion. It was noted that Hampshire County Council now provided Personal Education Plans for post 16 students, in line with Surrey County Council.

The AQC congratulated everyone involved with the SAR and QIP.

HR presented the data regarding the high number of student applications for September 2020, noting that early applications often result in a higher conversion rate. One school is showing a lower number of applications than usual. HR is in touch with the school and monitoring the numbers. Retention rates have been very high and this was welcomed positively by the AQC.

Data regarding the attendance of vulnerable students will be provided at the next AQC.

PE

2.2 Safeguarding Update

MS updated the AQC on safeguarding issues;

- MS and PE meet every month to discuss safeguarding.
- Personal tutors are now being offered supervision from the counselling team.
- There have been 2 disciplinaries in the last week.
- There is a 6-12 week waiting list for counselling. All cases are assessed, urgent cases expedited. Students are supported while on waitlist.
- Cases are increasingly complex and include anxiety, depression, eating disorders, self harm.
- Budget has been increased to accommodate further counselling programmes.

HM asked about the drug situation in College. MS explained that students are exposed in the local area but not in College. A drugs tutorial programme has been in place for two years informing students where to go for help. MS noted that mental health issues were currently the biggest threat to student wellbeing.

2.3 Update on Ofsted EIF area / Peter Eyre

Staff Workload item to be moved to next AQC.

2.4 Dates for the next meetings

It was proposed to push back the date of the next AQC from 20th January 2020 to allow for more meaningful data to be available.

20 January 2020 (to be reviewed)

16 March 2020


11 May 2020

22 June 2020

Meeting finished at 19.10.

Summary of Actions

Action	Responsible	Due
Obtain costings for DBS 1 year versus 3 year checks and potential workload	KT	Next AQC
Investigate reasons for staff resignations	KT	Next AQC
Share Policy folder on Google Drive with AQC	KT	Next AQC
Maths performance data by gender	SR	Next AQC
Investigate no-shows at IAG interviews	SR	Next AQC


Peter Eyre, Chair