



## **Minutes - Academy Quality Council**

### **Monday 30th September 2019 at 5pm**

**Present:** Peter Eyre (Chair), Rhys Chant, India-Rose Marriott, Rachel Holmes, Miaya KC, Helen Manning, Dawn Arnold and Nigel Wooldridge.

**In attendance:** Catherine Cole (Principal), Simon Reigh (Assistant Principal), Rebecca Rhodes (Assistant Principal), Helen Ruxton (Assistant Principal), Matt Smith (Assistant Principal), Stuart McSweeney (Executive Office Assistant) and Kate Thomlinson (Clerk to the AQC).

#### **1. Standing Orders:**

##### **1.1 Apologies for absence**

Apologies received from; Sue Myland and Mike Larcombe.

Matt Smith informed the AQC that he was unable to attend the full duration meeting, therefore all Councillors agreed to move to agenda item 2.2 Safeguarding.

##### **2.2 Safeguarding**

Matt Smith presented the Safeguarding Paper and confirmed the Safeguarding Audit had been submitted to Hampshire County Council. He updated the AQC on the current safeguarding situation whereby there have been three suspensions this term, all first year students and behaviour related, One exclusion is permanent, one is ongoing and the other student has returned to college. Matt went on to note areas that may come up over the year; HR procedure; IT & internet safety (in particular IT systems); and developing further the safeguarding communication with the AQC.

Safeguarding Audit was approved by the AQC.

*PE and MS to meet monthly to review safeguarding issues.*

**Action: PE/MS**

*All councillors to read 'Keeping Children Safe In Education Sept 2019' and confirm to the AQC Clerk that this document has been read.*

**Action: All**

Matt Smith left at 1710.

### **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**

The minutes of 1 July 2019 AQC meeting were agreed and signed.

*Councillors to provide feedback to Simon Reigh regarding Item 2.3 from the July meeting 'Equity and Diversity Action Plan'*

**Action: All**

### **1.5 Matters arising**

Stuart McSweeney updated the AQC on matters arising.

*All Councillors to email biographies to Kate Thomlinson on or before 4 October 2019.*

**Action: All**

### **DBS Check Frequency**

Stuart informed the AQC that DBS checks remain valid for the term of employment. The onus is on the individual to declare, to the College, any matter that may impact DBS status. The possibility (and cost) of using the automatic update system was discussed. Helen Manning questioned the suitability of a self-declaration policy.

*Check with HR there is a requirement to self-declare in employment terms and conditions and find out about the Tomlinscote DBS policy.*

**Action: KT**

*Investigate DBS policies of other colleges*

**Action: CC**

*AQC to review DBS timeframe*

**Action: PE**

### **1.6 Chair's Business**

#### **Reappointment**

The Trust Board reappointed Peter Eyre and Sue Myland to the AQC for a 2 year term and Miaya KC for one year.

#### **Trust Update**

Peter Eyre noted that as per the Scheme of Delegation the AQC need to appoint link Councillors for Safeguarding and SEND. Previously there was not a Link Councillor for SEND, Miaya KC has recently agreed to take on this role and this was confirmed.

Miaya KC to present on SEND provision at the January meeting.

**Action: MKC**

Peter Eyre asked the ACQ to comment on the Scheme of Delegation and noted that, as per the earlier discussion, the AQC Safeguarding Audit responsibilities have been met. It was noted that the AQC is also responsible for monitoring the effect of staff recruitment, retention and CPD on the quality of teaching and learning as well as approval of significant curriculum changes.

Nigel Wooldridge questioned the lack of financial and estate responsibilities of the AQC. Catherine Cole informed the AQC, that getting Trust approval for every decision can raise issues in terms of timing. It was agreed that the AQC should consider the effect of financial decisions as well as being alerted to any relevant estate issues.

*AQC to look more closely at staff retention data. Clerk to obtain necessary information.*

**Action PE/KT**

*Ensure AQC are informed of any significant curriculum changes.*

**Action SR/RR**

*Ask the Trust Board for possible amendments to the Scheme of Delegation to include an AQC role in monitoring the effect of financial and estate decisions.*

**Action PE**

### **Vocational Report response**

The response to Helen Manning's June report on vocational areas was received. It was decided that a little more detail in response to the questions asked would be useful to

have from ~~Nathan~~ Robert Savory

*Helen Manning to provide Simon Reigh with a list of questions which SR will take to Robert Savory.*

**Action HM/SR**

## **2. Main Issues for Consideration and Discussion**

### **2.1 Exam Results and Headline Figures**

A detailed paper on the August results was received. The headlines were:

A Level Overall Alps score: 3 (The Trust target is 3)

Vocational Alps score 2 (both new and old specification)

A Level Disadvantaged students Alps score 2

A Level Disadvantaged Vocational students Alps score 3 (new spec) 2 (old spec)

English GCSE retakes 69.2% pass (nationally 30.3%)

Maths GCSE retakes 61.1% pass (nationally 21.2%)

Simon Reigh discussed the results and informed the AQC that discussions with subject areas are ongoing, which Councillors are participating in. Overall the results were less

good than last year, mainly due to a number of larger curriculum areas moving marginally down from Alps 3 to 4. Peter Eyre commented on the differential between predicted and actual grades. SR responded that this was subject specific and being addressed.

The strong performance of the new subject of 'Criminology' was discussed. Special mention was made of the team who had worked extremely hard to deliver the course in difficult circumstances.

The strong performance of disadvantaged students was noted by the AQC. Ethnicity was also addressed. It was agreed that performance was often negatively impacted by the combination of chosen subjects and that more advice on subject combination is now being given at enrolment. Performance by gender was recognised as a national issue but female performance (particularly high performing) in some subjects was an area of concern,

The discussion moved to Study Support Students. Rebecca Rhodes noted that the number of Study Support Students is likely to increase as vocational subjects move towards the requirement of an examined element.

The discussion moved to progression exams. From a student perspective, both Rhys Chant India-Rose Marriott, confirmed the usefulness of progression exams for exam technique and mindset. India-Rose Marriott informed the AQC that students like the flexibility to be able to change course. Dawn Arnold queried what happens in other colleges when students fail their first year exams. Catherine Cole informed the AQC that different colleges have different policies. Dawn Arnold highlighted the importance of safeguarding students' academic future,

Simon Reigh noted that the performance of students was affected by their future plans whereby there was some effect on those who received unconditional University offers and a more marked one on those who had no offers. Peter Eyre questioned whether it would be possible to have this data on a real-time basis. Catherine informed the AQC that it is only possible to identify these students in January/February time at which point, they are made a priority.

*Speak to Vince and CC about increased study support in some areas*

**Action SR/RR**

*Look at entrance requirements, individually for each subject*

**Action SR/RR**

*Find out if it is possible to signpost students who do not have clear plans after college.*

**Action KT/RR**

## **2.2 Child Protection**

Catherine Cole reported on changes to the child protection and safeguarding policies. The College code of practice was approved.

Check for updates on policy work which will determine which policies are local and which are trust

**Action KT**

### **2.3 Monitoring Data**

#### **Feedback - Voice**

Overall, all three forms of feedback (student, parent, teacher) were positive. Rebecca Rhodes questioned the value of the 'Parent Voice' feedback system as so little data was forthcoming from parents. Simon Reigh noted that requesting parent feedback was ~~an Ofsted requirement~~ considered by OFSTED as good practice.

### **2.4 Enrolment**

Helen Ruxton presented the paper on enrolment noting that; applications were in line with expectations and the accepted number of students had increased.

Meeting finished at 19.10.

Signed:  \_\_\_\_\_  
Peter Eyre, Chair

#### **Provisional dates of next meetings:**

**11 November 2019**

**20 January 2020**

**16 March 2020**

**11 May 2020**

**22 June 2020**

