THE SIXTH FORM COLLEGE FARNBOROUGH

Minutes - Academy Control Council
Monday 10th February 2020

Present: Peter Eyre (Chair), Sue Myland (Vice Chair), Dawn Arnold, Rhys Chant, Andrew Freeman, Miaya KC, Rachel Holmes, Helen Manning, India-Rose Marriot, Peter Williams, Nigel Wooldridge

In attendance: Catherine Cole (Principal), Rebecca Rhodes (Assistant Principal), Matt Smith (Assistant Principal), Kate Thomlinson (Clerk)

1. Welcome to new AQC Members

All present introduced themselves and Andrew Freeman and Peter Williams were welcomed as new members.

2. Standing Orders

2.1. Apologies for Absence

Apologies received from Simon Reigh, Helen Ruxton and Justin Slater.

2.2. Pecuniary Interests

AF ~~AP~~ informed the AQC of his role working with Pearson Publishing. & Edexcel

2.3. Safeguarding

No issues or concerns raised. Councillors were reminded to consider any safeguarding issues in all agenda items.

2.4. Approval of Minutes

Minutes of 9th December 2019 approved and signed.

2.5. Matters Arising

2.5.1. DBS: Information not yet obtained. Postponed to March meeting.
Action: *Clerk to obtain requested costings*

2.5.2. Staff Retention. Agreed no discernable patterns in data. AQC concerns over any increase in teachers leaving due to health related issues, in particular stress although there is no HR evidence to suggest this is the case.
Action: *Previous years' data to be obtained by clerk.*

2.5.3. Policy
PE alerted the Clerk to a number of SFCF policies due for updating. Namely: Data Protection Policy, Disability Policy, Drugs and Alcohol Policy, Health and Safety Policy, Freedom of Information Act.
Action: *KT to investigate any outstanding policies with NM and present any outstanding policies to AQC, where appropriate.*
Complaints Policy: AQC informed of Complaints Policy that has already been approved by Trust Board. Of particular note; an AQC Panel stage has been introduced. CC asked that 's/he' be replaced with 'they'. HM suggested it might be difficult to get a panel of 3

and this should be changed to 2. CC requested that whoever is. complained about is informed. RH requested that the relevant policy is looked at regardless of the outcome of the complaint.
Action: *KT to consider comments on Complaints Policy*
Safeguarding Statement: AQC informed of Safeguarding Statement that has been approved by Trust Board. CC informed the AQC that the statement was under further consideration by the SLT and the Trust Exec Team. Safeguarding Training was raised by CC.
Action: *Safeguarding Training to be included on March AQC Agenda.*

2.6. Chairs Business

PE informed the AQC of the changes to Principals' Board.

3. Main Issues

3.1. Ofsted Update

The Ofsted Update was postponed until the March meeting. There was a discussion regarding local Ofsted inspections and triggers for an Ofsted. CC informed the AQC of the current Peer Review taking place
Action: *CC to present Peer Review findings at next AQC*
Action: *CC to arrange for a representative of Sixth Form College to present to AQC on Ofsted expectations.*

3.2. QIP

- It was noted that the QIP has 30 targets and suggested that this is perhaps too many.
- RC raised the question of 'attitude' noting that the language used to students can be negative and demotivating. RR replied that although attitude is not explicitly mentioned, it is implicit throughout the QIP.
- PE noted the difference in performance by gender, p10 , HM suggested more work be done on strategies to improve rather than different ways of presenting the data.
- RC suggested that the seminars, discussed on p5, were not popular and perhaps workshops with local business ambassadors could be considered instead. CC informed the AQC that a review of Prospects was currently taking place along with the whole Enrichment Plan. RC noted that the Expo Talks had been highly successful.
- HM noted the poor attendance at Prospects. MS confirmed the Prospects Programme was being looked at and CC added that the Prospects Diploma was being considered alongside the rest of the College Calendar.

Action: *All to consider what could be included in the Prospects and Enrichment Programme for next year.*
Action: *RR to present on VESPA and Mastery at the next AQC*

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The discussion returned to OFSTED, in particular the AQC role in this. CC asked if specific roles should be allocated to AQC members. PE felt members have a more comprehensive understanding of the issues with a more general approach. It was agreed this should be discussed with the Sixth Form College Association.
Action: *KT to speak to Simon Jarvis to ascertain what is asked of the AQC members within the hour interview.*
Action: *New members to tour college with CC*

Discussion moved to ISDR and ALPS 5. PE explained the retention data on p2 can be explained by an admin error. The poor performance in Geography is being addressed through a number of measures. HM raised a question over the accuracy of predictions, RR informed the AQC that teachers enter a grade for each student and are told to be realistic. PW mentioned two books that he has found useful in geography. HM asked about the different maths categories. AF requested the cohort information.
Action: *PW to forward Geography A level book recommendations for RR.*
Action: *RR to investigate the different maths codes and include cohort information.*

3.3 Monitoring Data
The meaningfulness of the English and Maths GCSE resit results were questioned given the short amount of time these students spend in the college before taking exams. In the absence of HR, It was agreed to pick up the Oxbridge figures at the next AQC. The Learner Voice results were consistent with last year.
Action: *RR to investigate reason for decline in English GCSE resit results.*

3.4 Staff Workload
PE presented his findings on teacher workload. Particularly difficult periods were identified as Autumn (and January to May for Applied General). Curriculum changes created a large amount of work for teachers. DA opined that academisation had had no effect on teacher workload. NW asked if there are too many items in staff appraisals and whether appraisals were really the best way of raising issues. A workload policy is being created by SR and Emma Short (HR). PE raised the issue of the working time directive and suggested it would be worthwhile investigating that this is not being breached, particularly during busy periods. It was noted that there are a number of options for staff concerned about workload; Employee Assistance, Health and Wellbing Coordinator, Occupational Health, Human Resources.

4. Safeguarding
Safeguarding Training to be an Item for the next AQC.

5. UCAS Data
In the absence of HR, UCAS data was moved to the March AQC.

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6. Student Association Update

IRM and RC presented the Student Survey Report noting that the LRC was the 'best thing about college' according to the students. The main negative in the survey had been the demotivating language sometimes used by teachers. IRM and RC described how they had worked to make the SA relevant to students and CC noted the excellent work they had both put into the role. The AQC congratulated both IRM and RC.

Action: *RC to send report to CC to enable CC to circulate to staff.*

Meeting closed 19:25.

Signed _____

Peter Eyre, SFCF AQC Chair

Initials PE