



**Governors' Ethos Safeguarding Welfare Committee**

**MINUTES OF MEETING**

**Wednesday 18 September 2024**

**Virtual Meeting Office Teams™ Meeting [16:00– 18:30 hrs]**

**GOVERNORS & VOTING MEMBERS PRESENT:** Margaret Abazie-Humprey (MAH), Svetlana Bajic-Raymond (SBR) Antonia Corrigan (AC) [Chair], Marian Curran (MC) [Principal], Sr Margaret Harlock MBE (SrMH), Michelle Hazelwood (MH), Risha Hussain (RH) [7]

**ATTENDING:** Leanne Sowersby [Governance Professional], Laura Howe-Haysom [Head of Student Wellbeing and Progress], Alexandra Moruzzi [Vice Principal Student Experience Progression], Laura Radford [Careers Officer]

**APOLOGIES:** Doug Jennings, Deborah Redwood [2]

**ABSENT WITHOUT APOLOGY:** None [0]

**CIRCULATION:** All Governors, & Governance Professional unless CONFIDENTIAL.

ITEM	ISSUES RAISED IN DISCUSSION	AGREED ACTION
1. Welcome/Prayer/Apologies	AC welcomed everyone and opened the meeting with a prayer.	
9. Student Matters	<p><b>9.7 Student Disciplinary &amp; Appeals Annual Report 2023/2024:</b> LHH talked through the report.  <i>LHH left the meeting</i></p> <p><b>9.3 Leavers 2024 Destinations Report:</b> LR Talked through the report. Noted that there is some movement after results day.            LR has specified first choice university and noted that there are some course changes within that number, while the student is still attending their first-choice university.            AMz noted that LH has been working with colleagues to ensure that reporting to governors and leadership is aligned, and this is the start of the process.</p>	

	<p>There have been a number of students entering clearing by choice this year, having declined offered places or decided to wait to see what is offered through clearing.</p> <p><b>Q – Do we know the proportion of students from disadvantaged areas that go on to HE?</b> This data can be provided, based on postcode.</p> <p>Discussion around how well subjects like criminology and psychology fit with vocations. It would be interesting to find out what areas of work these students go on to. Many students choose psychology for A-Level as it is seen as a science, and then those who enjoy it go on to study further. Simply having a degree in that area can be useful in many vocations.</p> <p>Discussed the police constable training, and the fact that this cannot be applied for until A-levels have been achieved.</p> <p>Also noted that we have a lot of social sciences. Psychology allows study towards both a BSc and a BA. Many universities offer a year in business which supports finding work.</p> <p><b>Q – What is the difference between Russell Group and Sutton Group?</b> Some of these are the same. The Russell group has a focus on putting out high level academic research and are looking to recruit students who may have this as a focus. The Sutton 13 are chosen by the Sutton Trust as selective universities that are quite difficult to get into and can be used as a measure of whether students from disadvantaged areas gain entry into these top universities.</p> <p><b>Q – Are the 48 students at Sutton universities included in those having gone to the Russell Groups universities?</b> Some of them will be the same – these numbers are to give an indication of the numbers of students moving on to these universities.</p> <p>LR listed the Russell Group universities.</p> <p><b>Q – Are the comparison figures from the same time of year?</b> No, the previous year’s figures will be the final figures from February this year.</p> <p>There is a large group of students doing something else. The next update will be February. Part of how we have destinations information about apprenticeships and employment etc. is a survey that is sent now, when the A-Level certificates are ready, and if we do not receive replies, we will make phone calls to try to get as many responses as possible.</p>	
<p><b>2. Declarations of Interest/ Access/Safeguarding</b></p>	<p>There were no fresh disclosures.</p>	
<p><b>3. Committee Business</b></p>	<p><b>3.1 Annual Review Committee’s Terms of Reference:</b> AC proposed deleting item 11. Noted that item 2 includes, ‘bullying and harassment’ for term 1, but this is not included on this agenda. This is covered in item 9.7 – Student</p>	

	<p>disciplinary appeals report.</p> <p><b>LS to make the changes to the terms of reference as discussed</b></p> <p>Receiving reports on the Catholic ethos (item 8) of the college should be every term.</p> <p>There is a larger piece of work to look at all the terms of reference to ensure clarity and as little overlap as possible.</p> <p><i>MAH joined the meeting</i></p> <p><i>LR left the meeting</i></p> <p><b>3.2 Nomination Linked Careers &amp; Skill Governor:</b> DJ has agreed to take this on (should be Employability &amp; Skills)</p> <p><b>3.3 Governors' Committee Business Diary 2024/2025:</b> This has been agreed</p>	
<b>4. Minutes Previous Meeting – 8 May 2024</b>	The Minutes were agreed to be a true and accurate record of the meeting and were passed for electronic signature and for publication on the College website.	
<b>5. Actions Review</b>	No actions outstanding	
<b>6. Matters Arising</b>	None	
<b>Committee Briefing</b>	<p><b><i>Planned RPE Curriculum for 2024-2025</i></b></p> <p>MC gave an overview of the requirements for the RPE curriculum and talked through the curriculum plans.</p> <p>The new updated S48 includes a section asking whether students can understand, and use with confidence, religious literacy in debate and conversation.</p> <p><b>Q – With regard to S48, do Christianity feature and Christian values sufficiently obviously in the curriculum plans?</b></p> <p>MC talked through an element of the detailed scheme of work that is linked and where both Christianity and the Catholic view are referenced. MC is confident that there is enough in the plans to cover this from a S48 perspective, and that students would be able to answer questions around Christian values.</p> <p>The schemes of work are now being designed by the whole team with the Religious Education directory in the forefront. MC will be observing to ensure that the schemes of work are being implemented.</p> <p>Governors noted the level of work that has gone into this.</p>	
<b>7. Principal's Report</b>	<p><b><i>7.1 Student Enrolment 2024/2025:</i></b></p> <p>There has been an increase in recruitment this year. There is usually fluctuation in the first 3 weeks.</p> <p>MC talked through the schools that our students come from and the work that has been done with feeder schools. Numbers have jumped from Wellsway and John Cabot, possibly due to the transport provision.</p>	

	<p>Students come from a variety of different schools.</p> <p>2329 students were recruited and are currently at 2248. This is lower than the average attrition rate of 5%.</p> <p>There is ongoing work on retention of some students who have not responded.</p> <p>Governors congratulated staff on the high level of recruitment.</p> <p>MC highlighted the work around transport, as well as the work to keep the curriculum broad. The majority of the work on the transport was Shane Blackshaw, and Sarah Hinder in the finance office. Governors asked for their thanks to be passed on.</p> <p>The Access to level 3 programme has grown slightly, so we have slightly larger English GCSE groups. We will also need to keep an eye on the size of the Year 12 group and consider capacity.</p>	
<p><b>8. College Business</b></p>	<p><b>8.1 College Mission Statement Annual Review: Mission statement approved.</b></p> <p><b>8.2 Catholic Self Evaluation Report:</b> MC provided some context. There is a need to ensure that this report has as much consideration as the overall college SAR. MC has cautiously rated us as a 2, we were previously rated as 2.</p> <p><b>Q – Under leadership, do we have the same links with St Nicholas’ as we did previously?</b> That was with the previous college priest, we do not know which parish we are currently in. We would likely still contact St Nicholas’.</p> <p>Discussion around the college not being part of any particular parish and the benefits of this.</p> <p><b>Q – Is collective worship streamed?</b> This has been, and will be again.</p> <p><b>Q – Who is the governor with strong Diocesan links?</b> SrMH</p> <p><b>Q – Do we provide adequate Catholic education to Catholics? Is there the opportunity to learn more in terms of theology etc at A-Level standard for students who want to develop their own faith?</b> MC has written to every Catholic student who has joined the college. This is for the Chaplain to follow up. There is a specific programme for Catholic students to follow.</p> <p>MC noted that we have links with a number of parishes.</p> <p>Noted that it mentions mass being weekly, but this is going to be fortnightly.</p> <p>Discussion around the links with local priests.</p> <p>SrMH would also like to see days of retreat included.</p> <p><b>Q – What is the scale used?</b> Outstanding would be 1, good is 2, requires improvement is 1 and inadequate would be 0.</p> <p><b>Q – Is the trip for the summer event funded, or paid for by students?</b> This is paid by the student, although we may support in some cases. These are usually planned a year in advance to support students to save.</p> <p><i>LHH rejoined the meeting</i></p>	

<p><b>10. Safeguarding &amp; Prevent Strategy</b></p>	<p><b>10.1 Safeguarding &amp; PREVENT Update Report:</b>  LHH talked through the report and the key issues.  Noted that from January, we were not receiving police notifications, and staff are needing to be more vigilant in knowing when to support students.  Site security is still a concern with people sometimes on site who should not be.  There are no major changes to KCSIE this year, although we expect significant changes next year. The changes this year are primarily around language, recognising the risk of harm etc.  LHH talked through the key issues that we are seeing in new students.  We are also identifying students who have been impacted by recent events in the city and ways to support and work with them. There have been some issues around communication with the Local Authority.  <b>Q – Is the approach being taken in positive behaviour management to join up with the safeguarding approach in removing barriers etc?</b> Yes.  Discussion around a specific incident that has taken place in college, and the action that had been taken to address this, including the ways that students’ behaviour outside of college can be addressed. This will be in the tutorial programme, and will cover how behaviour aligns with the law, how they can engage with sources such as news and current affairs etc. This will also be included across the curriculum in college.  LHH talked through the attendance issues and the challenges when dealing with students may not have attended well.  The policy is now more about meeting with students regularly and setting realistic targets, trying to identify barriers to attendance and engagement and relive those, rather than contracts. We are trying to focus  <b>10.2 Keeping Children Safe In Education – Governor compliance:</b> Discussed the requirements for governors around safeguarding training and KCSIE. <b>Agreed that the national college training links to the relevant documents for governors to read, and therefore a separate declaration to say that they have read it is not necessary</b></p>	
<p><b>11. Policy Reviews</b></p>	<p><b>11.1 Student Attendance Policy:</b> – AMz talked through the changes.  <b>Q – Should this still include punctuality?</b> Yes <b>Policy Approved with one abstention.</b>  <b>11.2 Student Behaviour Policy</b> - LHH noted that there are minimal changes. It is now about the support led approach and changes to the way we are framing the interventions that we do. <b>Policy Approved with one abstention.</b> ☒  <i>RH left the meeting</i></p>	

<p><b>8. College Business</b></p>	<p><b>8.3 Chaplain’s Catholic Life Annual Report:</b> MC presented the report and talked through the work that is covered.  <b>Q – Did any students attend Mass last Friday?</b> Yes, one student and one apologised for not attending. It would be helpful for governors to be given the dates of Mass.  <b>8.4 Religion Philosophy Ethics Report:</b> This is for governors to have oversight of the RPE curriculum, which was covered in more detail in the briefing.</p>	
<p><b>9. Student Matters</b></p>	<p><b>9.1 Student Governor Report:</b> It would be good for student governors to work more with Marek and link up around the liturgical year etc. <b>AMz will follow this up.</b></p> <p><b>9.4 Student Attendance Report 2023/24:</b> AMz is presenting on behalf of Claire Woodhouse and talked through the key points of the report.  Noted that much of the attendance for the vulnerable groups is in the red zone, there is much better tracking and follow up by teachers and support staff. The individual students are know to us and we have better information around the barriers to these students getting into college. Each cohort has a lead for supporting attendance in those groups.  <i>RH rejoined the meeting</i>  <i>MH left the meeting</i>  Noted the level of work that the pastoral team do in providing support and guidance in an informal way as well as the more formal routes.  Discussion around the emails that go out and prize draws around attendance. Feeing that the emails are helpful.  <b>9.5 Student Bursary Report 2023/2024:</b> This is a review of the past academic year. Taken as read.  <b>Q – Is the bursary providing less this year than previously / is it harder to access?</b> There has been some change. New guidance prevents the provision of breakfast, for example. There are things that have changed due to the changes in funding rules. Feeling that it would be helpful for these changes to be explained to students, maybe in tutorial.  <b>9.6 College Transport Update:</b> AMz gave an update. The numbers are financially healthy and are exceeding the number to break even, which means no subsidy from the college at this point. We have been using the routes from day one. There have been some teething problems which are being addressed. There are some routes that are oversubscribed, and we are advising students on alternative routes if they are impacted by this.  There is feedback that students would like the SB3 bus to be scheduled twice a day as some of the others are. We will be able to review this after the first term, in November, when we have a clear picture of usage.</p>	<p><b>AMz</b></p>

	<p><b>9.8 Children In Care 2023/2024 Annual Report:</b> AMz talked through the key points. This records the destinations for Children in Care.</p> <p><b>9.9 Equality, Diversity and Inclusion (EDI) Update:</b> AMz talked through the key points. This will link in with the SAR and the QIP where there are achievement gaps. AMz will use it in work with the EDI committee and driving forward the related action plan.</p>	
<b>11. Policy Reviews</b>	<p><b>11.3 Student Bursary Policy:</b> Noted that this has been updated to reflect updated guidance. We have also amended the process to reflect access to IT equipment for students who are not always able to get into the college to use equipment on site. <b>Policy approved with one abstention.</b></p> <p><i>SBR left the meeting</i></p>	
<b>12. Risk Review</b>	<p>This is reviewed every four months by principalship and updates are shown in red.</p> <p>MC talked through some of the key changes and the mitigations in place.</p> <p>Noted we are doing a minimum of 2 security drills each academic year.</p> <p>Police SIOs still to come into college.</p>	
<b>13. Other Business</b> [Not Notified]	<p><b>13.1 Identify Items to Report to the Board of Governors:</b> RPE and S48 SEF</p> <p><b>13.2 Committee Briefing Next Meeting</b> –Work experience – AMz will arrange.</p>	
<b>14. Correspondence</b>	14.1 None	
<b>15. Next Meeting</b>	Wednesday 5 February 2025	
<b>Minutes Agreed</b>	<p><b>Minutes agreed as true and accurate record</b></p> <p><b>Signed: _____ Committee Chair</b></p> <p><b>Wednesday, 5 February 2025</b></p>	