

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), Doug Jennings (DJ), [7]

ATTENDING: Leanne Sowersby [Governance Professional], Alexandra Moruzzi [Vice Principal Student Experience Progression], Laura Howe-Haysom [Head of Student Wellbeing and Progress], Marek Czapiga [College Chaplain], Emma Rehbein [Careers Advisor], Lynne Thomas [Inclusive Learning Manager (SENCO)]

APOLOGIES: Deborah Redwood (DR) [1]

ABSENT WITHOUT APOLOGY: Risha Hussain (RH), Melanie Jonik (MJ) [2]

CIRCULATION: All Governors, & Governance Professional unless CONFIDENTIAL.

ITEM	ISSUES RAISED IN DISCUSSION	ACTION
1. Welcome/Prayer/Apologies	AC welcomed everyone and opened the meeting with prayer. Apologies were accepted.	
6. College Business	<p>6.2 Careers and Employability Report: ER gave an overview of the report. There are currently 18 students where we don't know destinations, and they are a priority for the careers interviews.</p> <p>There is contact being made with the students for whom we do not know actual destinations.</p> <p>We are seeing increases in work experience options and opportunities for students.</p> <p>Q – What does good look like, in terms of the information given? What are we working towards? Ultimately, we need to be working towards knowing where all of our students are going, and celebrating that with them.</p> <p>Q – How do the university applications compare with last year? This is going up, with 78 More applications this year than last. We will see this continue as we do more work around student finance and work to remove barriers. We have also had students achieve their offers, which will increase students actually going to university. There is also an increase in apprenticeships, which is also positive as we look to fill skills gaps with employers.</p> <p><i>ER left the meeting</i></p>	

Committee Briefing	<p>Student Voice AMz and LHH gave a presentation.</p> <p>Q – What was the response rate for the survey? This is usually completed by most students, generally at least 80% of each year groups. It would be useful to include this with future information.</p>	
2. Declarations of Interest & Disability Access	<p>There were no fresh disclosures.</p>	
3. Minutes Previous Meeting – 5 February 2025	<p>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.</p>	
4. Actions Review	<p>See updated actions report</p>	
5. Matters Arising	<p>None</p>	
6. College Business	<p>6.3 Chaplaincy Report / S48 Inspection Preparation: MCz gave a presentation on the current Chaplaincy work.</p> <p>Q – Can the chapel also make a formal request to the Cathedrals for a Bishop Mass once a year? We have had a visit from Bishop Bosco this year, and he has expressed a desire to return.</p> <p><i>MCz left the meeting</i></p> <p>6.1 SEND Update: LT talked through the key points of the report. Highlighted the change around the high needs funding, where Bristol is no longer providing any non-statutory high needs funding, so this must all come through EHCP funding. We now have around 43 learners with an EHCP.</p> <p>Q – Will there be a separate report outlining the outcomes for the EHCP and high needs students? Yes, we look at these for the different groups, alongside the destinations data.</p> <p>Q – When is the next open day? These are now complete for the next intake, but recruitment for high needs students is ongoing. LT talked through some of the work that is done around this to endure that we are meeting their support needs from the start.</p> <p>Q – How does the quality of teaching and learning report done for teaching of high needs students? There has been an extended review that also covers high needs, it can come to TCQ or the committee. Discussion around how this information could be presented to governors. This could potentially be a presentation for this committee around the holistic approach, with detailed outcomes at TCQ.</p> <p>Governors noted the concise report, and requested that acronyms be expanded in the first use.</p> <p><i>LT left the meeting</i></p>	

	<p>The new head of RE has joined this term and will be sharing the best practice around RE with the Diocese. Mary Cox and Louise White will be working with her on preparing for the S48 inspection</p> <p>Bella will also work with two other colleges Aquinas and Holy Cross on their experiences.</p> <p>6.4 Training/Ethos Day: AC talked through the idea to have part of an Inset day around the Catholic Ethos, to which governors will also be invited. This could be on the last Wednesday of term, or at the beginning of the new term. MC will confirm the date. Governors felt the beginning of the new term would be best.</p>	MC
7. Principal's Report	<p>7.1 Student Enrolment/Attendance/Retention 2024/2025:</p> <p>MC talked through the key points. Retention shows a three-year trend of improvement. Attendance overall shows a slight dip in comparison to last year, which will have been impacted by factors such as strike days. Access to level 3 is still a priority.</p> <p>7.2 Student Recruitment 2025/2026:</p> <p>Total applications received are at 2670, total offers 2201, acceptances are at 2052. Acceptances are up on last year, though offers and applications a little lower than this time last year. There are still some interviews to take place.</p> <p>There were some further acceptances on Tuesday and the cut-off for this is next week. We will have worked our way through outstanding applications before then.</p>	
8. Student Matters	<p>8.1 Student Governor Report: RH had circulated a report. AMz highlighted the culture week, delivered in part by students and AMz talked through some of the activities. We hope to continue to deliver this in future years.</p> <p>8.2 Recruitment Student Governors: AMz talked through the process and the voting that has happened.</p> <p>Discussion around the timing of the process, and it is important to be able to say farewell to the outgoing student governors. They will have finished college, but can still be invited to the final meeting.</p> <p>8.3 Student Union Accounts – for adoption: AMz noted that all monies relating to the prom have been paid, and all costs have been covered by ticket sales. It was also noted that there is a surplus on the account. There is a potential proposal to spend this on a peace garden, depending on how development spend works out. Student Union accounts Adopted</p>	
9. Safeguarding & Prevent Update Report	<p>9.1 Safeguarding & PREVENT Update Report: LHH talked through the key details. There are still high numbers of concerns being raised, including some high profile cases which are time consuming for the team. These are very serious cases, which are needing significant support and will be long term issues. LHH talked through some of the main issues. Bristol Drugs Project have done a useful workshop on ketamine.</p>	

	<p>There has been a suggestion that the government will be reviewing Prevent and policing. We have not had to make any Prevent referrals. There have been some concerning comments, but not radicalisations concerns.</p> <p>LHH highlighted Martyn’s Law and the need to ensure that the appropriate things are in place. When we know of the training etc, we will inform governors.</p> <p>Q -Are the security guards going to be able to continue and any news on the gates? We are awaiting the outcome of a CIF bid in May, and then a possible WECA bid for the gates. The security will be kept under review, they have become part of the college community.</p> <p>Q – Do we provide any ongoing support to students who have left us? We do not usually stay in contact with students who have had support, but they should have specialist agency support in place when they leave us.</p> <p>Q – Do we link in with student destinations around student support needs? This is complicated by not being allowed to share data of anyone who is over 18. We can have a conversation with the student to allow this to be shared. Many universities are reluctant to have these discussions. We try to encourage the student to share the information themselves. It can go on application forms, but there are a few lines for this. There is a feeling that this will change with the new Keeping Children Safe, although this is likely to still exclude over 18s.</p> <p>Q – Is there any particular drivers for the suicide issues? There are a number of drivers, covering every area of life, it is a bit of everything.</p> <p>Q – Do we have enough feedback to know which universities have good support? Yes, and we try to help students take ownership of finding out that information and the ways that they can do this.</p> <p>LS to share the two documents referred to in the report to send to SBR</p> <p>An updated version of the report to be sent to the Full Board – we could have a presentation on Martyn’s Law</p>	<p>LS LHH/LS</p>
<p>10. Policy Reviews</p>	<p>10.1 Prayer and Liturgy Policy: MC talked through the key points. This was previously the Collective Worship Policy.</p> <p>Q – Concern expressed around the Muslim prayer room, and the possibility of it becoming a focus for activism. This has been raised, and the space is overseen. Proposed AC, seconded SBR - Policy Approved. Policy to go to the full board in July.</p> <p>10.2 College Admission Policy: AMz talked through the key changes, which are highlighted in the policy. Discussion around issues with interviews, and requests to re-book interviews – we are trialling an auto-offer for those who meet the entry requirements and do not have a support need. Applicants will have received advice and guidance at open events around subject choice. The policy may be updated with a paragraph to this effect when we can review the outcome of the trial.</p> <p>The policy allows us to evidence that we apply a fair process to all students, and how this is done. The issue with students who apply and do not arrive is part of our retention approach. We do not close applications at any point. Concern expressed that personal contact is important at every level and shows that people are valued as individuals. This is an attempt to balance the logistics, with an increased number of applicants and the same resources, while also ensuring a positive experience for students in the process.</p>	

	<p>Students will have had personal contact with subject teachers at open events. We can use these events to provide that support as well.</p> <p>Proposed AC, seconded MC - Policy Approved.</p> <p>10.3 Student Attendance and Punctuality Policy: AMz talked through the key points. There are no changes, to ensure continuity. Proposed AC, seconded MC - Policy Approved.</p> <p>10.4 Fitness to Study Policy: AMz talked through the key points. There are no changes, to ensure continuity. Noted that the impact of this policy has been positive, as there is now a process for supporting students who are managing difficult circumstances, and they are tracked as a separate cohort for their attendance. Proposed AC, seconded SBR - Policy Approved.</p> <p>AC noted governors' thanks to AMz for her work and support in this committee.</p>	
11. Risk Management	<p>11.1 Review of Board of Governors' Risk Register Items [update]:</p> <p>MC talked through the key items on the register and noted the new format.</p> <p>Poor inspection outcomes from a denomination Section 48 inspection may also be linked to compliance.</p> <p>Compliance linked to Section 48 is agreed between the CES and the Diocese. There is a letter to be circulated to the full board.</p> <p>It would be useful to have some narrative around some of the actions where there are higher risks and actions are not completed.</p> <p>Noted that the risk relating to compliance and the S48 outcome is now a high risk.</p>	
12. Report Items to Board of Governors	<p>12.1 Identify Items to Report to the Board of Governors: check transcript... S48 risk and compliance.</p> <p>Q - Has the suspensions and exclusions data been circulated as on the actions report? – LS/AMz/AC to discuss when they meet – can be circulated to full board.</p> <p>12.2 Committee Briefing Next Meeting: S48, as inspection will be due. Introduction to the new head of RPE.</p>	
13. Other Business	14.1 None	
14. Next Meeting	TBC	
Minutes Agreed	<p>Minutes agreed as true and accurate record Wednesday, 17 September 2025</p> <p>Signed: Committee Chair</p>	