



MINUTES OF THE STRATEGIC PLANNING AND STANDARDS COMMITTEE OF THE CORPORATION OF BLACKPOOL SIXTH FORM COLLEGE

Date: Tuesday 8th October 2013
Venue: Sixth Form College
Room: Committee Room
Time: 1715hrs - 1900hrs

Present: Dr D Sanders (Chair)
Mr S Brennand – late arrival
Ms F Greeves OBE
Ms K Talboys
Mr N Webster
Mr N Wilson (Student Governor Designate)

Mr J Boyle (Observer)
Ms S Benson (Director of Learning)
Ms G Yeadon (Deputy Principal)
Mrs JA Trainor (Assistant to the Clerk to the Corporation)
Dr J Burgess (Clerk to the Corporation)

43.2013 Preliminaries and apologies for absence

The Chair welcomed members to the meeting, particularly Mrs Benson to her first meeting in her new role, and Mr Nathan Wilson, the newly elected Student Governor Designate. The apologies of Mr G Curry, Rev Dr Murphy and Mr S Sheard were recorded.

44.2013 Declaration of Interests

The Principal drew attention to her role as a Governor at Collegiate High School, Director of the Teaching School and Director of the Fylde Coast Academy Trust. Mr Boyle noted his role as Chair of the Collegiate Trust Board, Director of the Teaching School and Director of the Fylde Coast Academy Trust.

45.2013 Consideration of any items of urgent business – Enrolment update

The Principal reported that the current number of enrolled students was approximately 2,225; this is well above the funding target of 2080. Pleasingly, lower sixth student enrolments were above target partly because of the improved work done with feeder schools. As a result, the College had to close its recruitment after two days resulting in 40 - 50 disappointed applicants. All courses were timetabled and staffed.

Action

- 46.2013 Presentation – The elements of an outstanding lesson**
 Ms Benson provided Governors with an informative overview of the College's approach to grading lesson observations and specifically the five key elements that collectively make up an 'outstanding lesson'. (See attached diagram). The College observers critically assess teaching sessions on the following criteria:
- Progress
 - Relationships
 - Assessment
 - Planning & Delivery
 - Resources.
- Governors were particularly interested in the methodology, the post-observation action planning and sought clarification about how consistency and standardisation were achieved across different observers. They explored how managers were progressing with the task of moving colleagues from 'good' to 'outstanding' and the involvement of students in the process and subsequent judgements.
- Governors warmly thanked Ms Benson for a fascinating presentation and wished her well in the future in her new role.
- Mr Brennand joined the meeting*
- 47.2013 Minutes of the meeting held on 11th June 2013.**
(Paper A)
47.2013 D1 Resolved: that the Minutes be **approved**.
- 48.2013 Matters arising from the Minutes of the Meeting held on the 11th June 2013**
29.2013 Quality Assuring Reports
 The Deputy Principal explained the system, which was now in place, to assure Governors of the quality processes deployed on operational reports.
- 33.2013 Strategic Development Plan 2013 - 2014**
(Paper B)
 Governors reviewed the final printed version of the Strategic Development Plan 2013 – 2014. The Principal advised that target 6.1 relating to Student Recruitment had been achieved already and, hopefully, would be sustained for the 2014 intake, given the 8 new teaching rooms in the Phase 4 project. The Chair concluded that the finalized document was very comprehensive and informative.
- 38.2013 Revised Complaints, Compliments and Concerns Policy**
(Paper C)
 Governors noted the revisions made and wondered if a succinct printed procedure leaflet might be developed to assist people contacting the College.
- 48.2013 D1 Resolved:** that the **finalised Strategic Development Plan 2013 – 2014 be received**.

**Deputy
Principal**
To review

48.2013 D2 Resolved: that the **Revised Complaints, Compliments and Concerns Policy be received.**

49.2013 Success Rates 2013

(Paper D1)

The Principal was pleased to report that AS, A2 and BTEC Success Rates had maintained their excellent levels in comparison to last year. This was a significant achievement. However, the disappointing results in GCSE English (8% down) and Functional Skills Maths levels 1 & 2 (with over 20% down) along with a high number of fails in the Extended Project Qualification had led to a 3% drop in overall success rates. Governors explored the reasons behind the sharp decline and importantly, the actions being put into place to prevent such a situation in the future.

49.2013 D1 Resolved: that the **Success Rates 2013 be received.**

50.2013 Review of Results 2013

(Paper D2)

Overall, A2 results (excluding General Studies) rose from 98% to 99%, whilst high grades also rose by 2% to 53%. General Studies slipped by 5% against the previous year to 84%. The Principal outlined some thinking about how to provide additional teaching time to Upper Sixth students and address the challenges in General Studies. A number of Governors supported the role and importance of General Studies and Critical Thinking in the contemporary curriculum. Opportunities to study best practice were being used to enhance the PE A level course.

Detailed Final Grades Summaries covering all courses were circulated for further analysis and comment. The overall achievement in BTEC courses remains exceptionally strong. The Chair offered his thanks to all staff on the results achieved and welcomed the very detailed 'recommendations and actions planned'.

50.2013 D1 Resolved: that the **Examination Results 2013 be received.**

51.2013 Value Added Report 2013

(Paper E)

The Principal reviewed the College's value added scores over a four-year period. Overall added value scores remained at 3 for A levels, 2 for AS and 2 for BTEC programmes. Governors reviewed the individual subject analysis and particularly noted the "blue" subjects, the poorer performing areas.

51.2013 D1 Resolved: that the **Value Added Report 2013 be received.**

52.2013 Strategy for improving teaching & learning*(Paper F)*

The Deputy Principal explained that following an analysis of lesson observation grades of each tutor, over the last 3 years, a detailed teaching & learning improvement plan had been devised. This has been discussed with the respective Heads of Department and the tutors concerned. It was anticipated that this individualised approach would focus attention to improving the quality of teaching and learning in the College. The Chair requested that a regular progress update to Governors would be informative.

Deputy
Principal
To action

52.2013 D1 Resolved: that the **Strategy for improving teaching & learning be received.**

53.2013 Annual Review of Complaints and Compliments 2012 - 2013*(Paper G)*

Governors noted the slight decrease to 24 complaints received in comparison to the number of complaints last year. They reviewed the categories and the types of complaints. The Deputy Principal observed that Heads had been encouraged to lodge compliments and these had risen from 15 to 60.

53.2013 D1 Resolved: that the **Annual Review of Complaints and Compliments 2012 – 2013 be received.**

54.2013 Teaching School & Fylde Coast Academy Trust Update Reports September 2013*(Paper I)*

The Principal reviewed the highlights within the Teaching School Report over the 6 key areas of activity. Governors were pleased with the detailed report and the successful progress to date.

Unity Academy Blackpool had been successfully launched as a sponsored academy of The Fylde Coast Academy Trust. However, disappointing examination results over the summer 2013 means the new Principal has a major task to improve standards.

Blackpool Aspire Academy is the result of merging Collegiate High School and Bispham High School. It is planned that demolition of the Collegiate High School will commence in January 2014 with the re-building of a single campus academy to be completed in the Spring 2015. Mr Boyle congratulated and thanked the Principal for her enormous work in securing this outcome, which he believed was the best result for students, creating the right academy in the right place. There would be major and complex challenges ahead but the Directors of the Fylde Coast Academy Trust were determined to raise standards and aspirations.

54.2013 D1 Resolved: that the **Teaching School and the Fylde Coast Academy Trust Update Reports be received.**

<p>55.2013</p>	<p>Annual Review of the Committee Performance Indicators 2012 -13 <i>(Paper I)</i> The Chair carefully reviewed the key responsibilities of the Committee against the reported activities and outcomes. Governors were happy to confirm the successful performance of the Committee over the last year. Subject to minor amendments, they agreed to the continuation of the same broad PIs for the current year</p> <p>55.2013 D1 Resolved: that the Annual Review of the Committee Performance Indicators 2012 -13 be received.</p> <p>55.2013 D2 Resolved: that, subject to minor amendments, the Performance Indicators for 2013–14 be continued from the previous year.</p>	<p>Action</p> <p>Clerk To action</p>
<p>56.2013</p>	<p>Any other business - Governor participation on SAR Validation Panels It was agreed that:</p> <ol style="list-style-type: none"> 1) Dr Sanders would attend on Friday 29th November 2013 2) That either Mr Sheard or Rev Dr Murphy be invited to attend on Monday 2nd December 2013 3) That Ms Talboys be invited to attend on Friday 6th December 2013. 	<p>Deputy Principal To action</p>
<p>57.2013</p>	<p>Estimation of new risk The Chair summarised and considered that:</p> <ol style="list-style-type: none"> 1) The disappointing level 2 results should be recognised as such 2) The challenge to teaching staff to consistently raise their performance to that of 'outstanding' is significant. 	
<p>58.2013</p>	<p>Date of next meeting The next meeting of the Committee was confirmed as Tuesday 12th November 2013 @1715hrs.</p> <p>The Chair thanked members for their support, attendance and contributions and closed the meeting.</p>	<p>Members Note</p>

Signed:.....

Name:.....

Date:.....