



**MINUTES OF THE STRATEGIC PLANNING AND STANDARDS COMMITTEE (58)
OF THE CORPORATION OF BLACKPOOL SIXTH FORM COLLEGE**

Date: Tuesday 15th June 2010
Venue: Sixth Form College
Room: Committee Room
Time: 1700hrs - 1835hrs

Present: The Worshipful Mayor of Blackpool Cllr. D Clapham (Chair)
 Mr G Curry
 Mr A Goodinson
 Ms F Greeves
 Dr A Mohan
 Ms K Talboys
 Mr R Weaver

Mr J Boyle (Observer)
 Mr M Kimber (Student Governor designate, observer)
 Ms K Kirkwood (Deputy Principal)
 Mrs JA Trainor (Assistant Clerk to the Corporation)
 Dr J Burgess (Clerk to the Corporation)

In the absence of the Vice-Chair, Cllr Clapham was elected to Chair the meeting

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| <p>18.2010 Apologies for Absence
 Dr D Sanders. Miss S Lightowlers and Mr Nicholson did not attend.</p> <p>19.2010 Declaration of Interest
 None.</p> <p>20.2010 Consideration of any items of urgent business
 None.</p> <p>21.2010 Presentation – Re-branding the College
 Mr Jon McLeod, Head of Admissions, gave an enthusiastic and interesting illustrated presentation on the current position regarding the re-branding of the College.</p> <p>The design of the new logo had been adapted and refined to provide a suite of applications, with associated guidelines, both for fixed and moving images. The aim was to reflect and project the re-developed College as a vibrant, exciting, confident and successful institution. A tabled paper detailed the story behind the new brand and how the starburst appearance communicates a number of important key messages, which themselves are developed directly from the College’s underlying core values.</p> | <p>Action</p> |
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The public launch of the new brand would take place at the Celebration Evening on Monday 28th June 2010, which also marks the College's 21st Birthday.

Action

The College had appointed a specialist "Brand Leader" to work with colleagues across the institution to commence work for the brand switchover in July. Governors were particularly pleased with the developments and also congratulated the Marketing Team on a significantly improved College web site. The Chair thanked all concerned with the re-branding and particularly Mr McLeod for an engaging and interesting presentation.

22.2010 Minutes of the meeting held on 16th March 2010.

(Paper A)

22.2010 D1 Resolved: that the Minutes be **approved**.

23.2010 Matters arising from the Minutes of the Meeting held on the 16th March 2010

10.2010 Stakeholder Feedback

The Principal reported that a large number of compliments had been received and recorded, as requested at the last meeting, mainly from parents regarding the handling of students who were unable to fly back to the UK during the Icelandic volcanic ash crisis.

24.2010 Lesson Observation Report 2009 / 2010

(Paper B)

In order to assist members, the Chair requested that all Committee Papers clearly indicate the Paper letter, item number and the title as indicated on the Agenda.

Clerk
To action

The Deputy Principal reported on the key issues emerging from the lesson observations conducted during the year. The grading criteria for lesson observations had been modified to reflect the revised Ofsted standards, which in part explained a fall in the number of Grade 2 and an increase in the number of Grade 3 lessons seen. It is College policy that all staff have a minimum of one observation per year, with an automatic re-observation if a Grade 3 or below is recorded. The variation in grades between Departments was discussed, as was the strategy of re-introducing Joint Observations by Heads with a member of the Senior Management Team. It was pointed out that a large number of "coaching observations" were not featured in the Report. The issues and implications arising from the Report had been incorporated into the Staff Development Programme for 2010 / 2011. Governors were pleased to note the dual lesson observations conducted with Collegiate School Managers.

24.2010 D1 Resolved: that the **Lesson Observation Report 2009 / 2010** be received.

25.2010 Internal Departmental Inspection – Performing Arts
(Paper C)

The Deputy Principal described a modified approach, (not including unannounced lesson observations) which had been used to inspect this Ofsted Grade 1 Department. Whilst the Internal Inspection had provided some useful and valuable insights, particularly the staff focus group meeting, the process lacked the critical edge achieved through undertaking a range of lesson observations. The College would be returning to the full inspection model in the new academic year. Governors noted the outcomes and sought clarification about the Action Plans to address the areas identified for improvement.

25.2010 D1 Resolved: that the **Internal Departmental Inspection – Performing Arts** be received.

26.2010 Additional Studies Programme 2010 - 2011
(Paper D)

The Principal explained that the Report describes the research undertaken over the last year and the emerging rationale, which is shaping the College's Additional Studies programme for the forthcoming year. The aim has been to build a strong educational case, particularly related to literacy, together with a relevant curriculum match to the students' main academic study programme. The critical feature was to create a feeling of choice for students, through a menu of options, in part shaped by the student's Minimum Target Grade. It is anticipated that this perception of choice will encourage greater student commitment and improved success rates.

26.2010 D1 Resolved: that the **Additional Studies Programme 2010 - 2011** be received.

27.2010 Additional Learner Support Summary Report
(Paper E)

Governors reviewed the key findings and recommendations of a Report, prepared by an External Consultant, to improve the effectiveness and efficiency of the Additional Learning support in the College. The implementation of the Report's conclusion required a sharper focus for the ALS team to assist students with specific physical or mental disabilities, whilst the Learning Mentors, re-organised under the Library Services and the Director of Teaching & Learning, would concentrate on students with low Minimum Target Grades. Through improved planning, enhanced business administration and additional training & development it was anticipated that real improvements would be recorded in headline performance indicators.

27.2010 D1 Resolved: that the **Additional Learner Support Summary Report** be received.

- 28.2010 Annual Strategic Development Plan 2009 / 2010 – Monitoring Report (Paper F)**
Governors reviewed the progress to date against the Annual Strategic Plan through reference to the “traffic light” colour coding system.
- They raised a number of questions particularly on issues highlighted in red and sought assurance that the key targets of student achievement, high grade profiles and student retention would be achieved by the end of the academic year. The Principal felt that the staff were fully aware of the importance of student retention strategies and were delivering good quality care and support.
- 28.2010 D1 Resolved:** that the **Strategic Plan 2009 / 2010 – Monitoring Report be received**
- 29.2010 Annual Strategic Development Plan 2010 – 2011 – First draft (Paper G)**
The Principal advised that a number of the operational targets from the five-year plan had been decanted to the draft Annual Plan. Governors questioned a number of the proposals, particularly the reduction of computer workshop dependency for BTEC provision, progression rates to the Upper Sixth and the broader strategic partnerships / networking opportunities. The idea of the Board’s Strategic Plan, including an Ambassador role should be considered.
- Governors requested that promoting the new college brand ought to be included in the Plan, with appropriate targets.
- 29.2010 D1 Resolved:** that, **subject to the suggestions above, the Annual Strategic Development Plan 2010 – 2011 – First Draft be received and be forwarded to the Corporation for approval.**
- 30.2010 Staff development –progress report June 2010 (Paper I)**
The Deputy Principal advised that the Staff Development Programme for the start of the new academic year would be distributed to staff shortly with invitations to Governors to attend any of the sessions advertised.
- Governors reviewed the outcomes from the March / April 2010 “bitesized programmes”, along with the investment in the Leadership Programme and succession planning strategies. They were delighted with the outcomes and congratulated all involved in professional development and updating activities.
- 30.2010 D1 Resolved:** that the **Staff development – progress report June 2010 is received.**

<p>31.2010</p>	<p>National Challenge Trust – Progress Update The Principal reported on the progress achieved at Collegiate High School. The National Challenge Trust Board had been established with Mr Boyle as the Chair. The School’s new Governing Body was in place with the College Principal as Chair and Mrs Walsh as a Governor. A new Head and Deputy Head had been appointed along with two new Heads of Department. A significant amount of re-structuring had taken place involving a number of redundancies and early retirements. It was anticipated that further staff changes would be necessary next year.</p> <p>Whilst the collaboration was progressing well, there remained a number of fundamental teaching and assessment issues that needed urgent attention.</p>	<p>Action</p>
<p>32.2010</p>	<p>Estimation of Risk The meeting reflected on the items discussed and observed that, in the light of the national, regional and local political uncertainties and the very significant financial funding questions, the College’s Strategic Plan will need to be a flexible and living document.</p>	
<p>33.2010</p>	<p>Date of next meeting The next meeting of the Committee was confirmed as Tuesday 28th September 2010 @1700hrs. The Chair thanked members for their support, attendance and contributions and closed the meeting.</p>	<p>Members Note</p>

Signed:.....

Name:.....

Date:.....