



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

Date: Tuesday 29th November 2011
Venue: Sixth Form College
Room: Committee Room
Time: 1715hrs - 1900hrs

Present: Dr D Sanders (Vice-Chair)
Mr S Brennand
Mr G Curry
Ms K Edwards
Mr A Goodinson
Ms F Greeves
Dr A Mohan

Ms Tracey Lowe (Head of Humanities for the presentation)
Mr J Boyle (Observer)
Ms S Sheard (Observer)
Ms K Kirkwood (Deputy Principal)
Mrs JA Trainor (Assistant Clerk to the Corporation)
Dr J Burgess (Clerk to the Corporation)

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| | | Action |
| 49.2011 | Preliminaries and apologies for absence
The Chair welcomed members to the meeting, introduced Mr Steve Sheard and Ms Tracey Lowe and noted the apologies of Mr R Weaver and Ms K Talboys. | |
| 50.2011 | Declaration of Interest
Mr Boyle drew attention to his role as Chair of the Collegiate Trust Board and Ms Greeves noted her role as Chair of Governors at Collegiate High School. | |
| 51.2011 | Consideration of any items of urgent business
None. | |
| 52.2011 | Curriculum area presentation – Humanities
Ms Tracey Lowe provided Governors with an informative overview of Humanities and the 838 students involved in the six broad curriculum areas within the Department. She discussed importance of the Value Statement of the Department, <i>“Everyone is an individual – an exception to be valued”</i> , and the ethos statement, <i>“Your students will not remember what you taught them, but they will remember forever the way you made them feel”</i> . | |

The Humanities teaching team were committed to delivering an excellent student experience and were looking forward to moving to new accommodation in 2012. Currently the Department had self-assessed as a Grade 2, and Ms Lowe explained a range of ways in which they were developing to aspire to becoming a Grade 1 department. Forthcoming changes to the curriculum offer were discussed as part of the strategy to improve student choice and success. Governors warmly thanked Ms Lowe for her presentation and wished her and the Department well in the future.

Ms Lowe left the meeting

53.2011 Minutes of the meeting held on 4th October 2011.

(Paper A)

53.2011 D1 Resolved: that the Minutes be **approved**.

54.2011 Matters arising from the Minutes of the Meeting held on the 4th October 2011

None

55.2011 The Safeguarding Report 2010-2011

(Paper B)

The Deputy Principal reassured Governors that despite the dramatic rise in the number of reported incidents during the year, all safeguarding issues have been actioned efficiently and effectively and that the College's Designated Member of staff was well trained and routinely demonstrates sound judgement in this area. A recent student survey also confirmed that 96% of students were satisfied or extremely satisfied that the College is a safe environment in which to learn.

The realities of the Blackpool Context were reviewed. The most common referral related to emotional / mental health issues. For some students, the transition from high school can be helpful but for others a source of challenge. The Governors were interested to learn that the acquisition of the Level 1 safeguarding qualification by all staff was under active consideration. Governors questioned the steep rise in the number of referrals, smoking theme weeks, road safety and the operation of the Medical Contract. The Chair observed that he found the rise in numbers encouraging in that students are knowledgeable about safeguarding issues and are accessing assistance.

55.2011 D1 Resolved: that the **Safeguarding Report 2010 - 2011 be received and recommended to the Corporation.**

Clerk
To action

56.2011 Review of Enrolment 2011 (Market Share)

(Paper C)

The Principal believed it had been a good year, particularly in the context of the removal of EMA support and publicity around alternative apprenticeship pathways.

Despite the reduction of 17 in overall new student numbers, because of the shrinking year 11 cohort, the College's actual market share had risen by 1.3%. This was very strong in the Blackpool local authority but more variable in the Lancashire local authority.

A number of identified schools were presenting some concerns given their size and improving results and for these detailed plans were in place. The gender disparity in favour of female students, particularly from certain schools was also worrying. Additional research is being undertaken to gain an informed understanding of the issues. New curriculum offerings may be necessary in the longer term to attract more male students. The Teaching School designation should be advantageous in the medium term to assist in sustaining the College's market position. Governors questioned the Management Team and acknowledged the depth of the market intelligence and the rigour of the College's marketing strategies

56.2011 D1 Resolved: that the **Review of Enrolment 2011 (Market Share) be received.**

57.2011 Annual Review of the Strategic Development Plan 2010 - 2011
(Paper D)

The Principal drew attention to the shortfall in the retention achievement against target (1.33% against 2% target) and suggested that the green colour code might be seen as somewhat too optimistic. Governors wondered why the improved progression rate to upper sixth had slipped back by 7%. The Principal emphasized that the College was now better prepared and able to respond much earlier to potential problems. Overall Governors were pleased with the achievements reported.

57.2011 D1 Resolved: that the **Annual Review of the Strategic Development Plan 2010 - 2011 be received.**

58.2011 Update Report on Teaching Schools
(Paper E)

The Principal provided a succinct report detailing a range of national and local developments. Perhaps of most significance was that the Department for Education is now approaching Teaching Schools to become sponsors of academies. Discussions have taken place with officers within the Blackpool local authority regarding this development. Mr Boyle observed that progress was moving quickly and he and the Chair of the Hodgson Governors had met to discuss the over-arching governance arrangements of the Teaching School.

Governors welcomed the update and supported the Principal and the Chair in their endeavours to secure an effective and efficient operational Teaching School.

58.2011 D1 Resolved: that **Update Report on Teaching Schools be received.**

- 59.2011 Lesson Observations Update Report 2011 - 2012**
(*Paper F*)
- The Deputy Principal explained that the College was driving higher standards and implementing the new Ofsted observation framework. This year the observation programme had endeavoured to complete 50% of the formal graded observations before the end of the first half term. This had been achieved with a significant rise in lessons graded good or outstanding (71% in comparison to 56% last year) but below the target of 85% in the Development Plan. A problem was that only 8% of lessons were considered outstanding and work is on going in attempting to describe and convey the critical elements of a Grade 1 lesson.
- Overall, there were several emerging improvements as well as initiatives relating to the use of filming of observation (*Paper Fa*) and the involvement of students (*Paper Fb*).
- 59.2011 D1 Resolved:** that **Lesson Observations Update Report 2011 – 2012 be received.**
- 59.2011 D2 Resolved:** that **reports on the piloting of filming and involvement of students in Lesson Observations be received**
- 60.2011 Student Council Update 2011**
(*Paper G*)
- Governors were particularly interested in the initiatives and developments regarding learner involvement in the management and operation of the College. The benefits from learner engagement, constructive feedback and the preparation for subsequent employability were considerable. The Management Team was commended for this development.
- 60.2011 D1 Resolved:** that the **Student Council Update 2011 be received.**
- 61.2011 Actions taken in underperforming subjects**
(*Paper H*)
- The Deputy Principal provided a very detailed report on the rigorous management actions to secure step change improvements in a number of underperforming areas of the College. She also included an individual risk assessment of the likelihood of successful completion of the improvements.
- Governors closely questioned the management on the progress to date, the staff response and the strategies to support students. A critical assessment will be the results from the January 2012 Module Examinations. They were reassured that the International Baccalaureate was now progressing successfully. Governors thanked the Deputy Principal for a thorough, clear and candid report.
- 61.2011 D1 Resolved:** that the **Actions taken in underperforming subjects be received.**

62.2011 Holidays in Term Time

(Paper 1)

The Principal reviewed the importance of the policy of “no holidays in term time”. She catalogued the various on-line media and printed publications, along with talks and briefings given by staff and managers to students and their parents on this issue. The College has successfully addressed students and families misinforming about the reasons for their absence. Currently the attendance figure was 92.4%, a significant improvement on what it was some years ago when the problem of unauthorized holidays was a serious issue. Governors wholeheartedly supported the continuation of the policy and approved the management strategies to ensure full compliance.

62.2011 D1 Resolved: that the current policy of no holidays in term time be re-approved.

63.2011 Any other business

a) Public Sector strike 30th November 2011

In response to a question, the Principal informed Governors that the College would be open to students to study. Inevitably there would be some disruption to classes from union members responding to the strike call.

b) Collegiate High School’s Ofsted Inspection

A very successful Ofsted Inspection had resulted in the “notice to improve” being lifted as a consequence of some very significant improvements in the provision at the School.

64.2011 Estimation of new risks

Governors noted the new risks associated with the current uncertainties around the establishment of the Teaching School and the potential development towards the sponsoring of an academy.

65.2011 Date of next meeting

The next meeting of the Committee was confirmed as **Tuesday 13th March 2012 @1715hrs.**

The Chair thanked members for their support, attendance and contributions and closed the meeting.

Members
Note

Signed:.....

Name:.....

Date:.....