



Mission Statement: *Inspiring learning, developing character, building futures*

MINUTES OF THE MEETING OF THE STANDARDS BOARD OF BLACKPOOL SIXTH FORM COLLEGE

Date: Monday 24th September 2018
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.00-7.00pm

Present: Ms W Middlemas (Chair)
Mr J Boyle OBE
Ms J Gray (Principal)
Cllr D Clapham
Ms D Taaffe
Mr A Burr
Mr N Webster
Ms C Coyne
Rev S Haskett
Mr R Hill
Ms A Hall
Mr C Simkins OBE

Together with: Ms G Yeadon (Deputy Principal)
Ms S Benson (Assistant Principal:Academic)
Ms T Cooper (Assistant Principal: Vocational)
Ms S Hawitt (Governance Administrator: FCAT)

Apologies: Ms V Blakeman

23.2018

Preliminaries

The Chair of the Corporation opened the meeting and welcomed everyone to the new term. As this was his last duty as Chair of the Corporation he thanked everyone for supporting him in his role over the last 15 years and talked about the successes of the college.

Apologies were noted

The Chair of the Corporation formally stepped down from the role of Chair and the Clerk assumed the meeting.

Wendy Middlemas was asked to leave the meeting.

The Chair of Search and Governance Committee thanked JB for all his work on behalf of the college, he made a proposal for Wendy Middlemas to become the new Chair of the Corporation at Blackpool Sixth. A unanimous decision was made following a vote by Directors.

Wendy Middlemas re-joined the meeting

She took position as Chair of the Corporation, and resumed Chair of the meeting.

A gift was presented to the Chair on behalf of FCAT partly for her role in championing the opening of the new Armfield Academy with outstanding success.

24.2018

Declarations of Interest

There were no declarations of interest

Action

25.2018	<p>Consideration of any items of urgent business. There were no items of urgent business to discuss</p>
26.2018	<p>Confirmation of Quoracy It was noted the meeting was quorate</p>
27.2018	<p>Minutes of the meeting held on 11th June 2018 The minutes of the meeting held on 11th June 2018 were approved</p>
28.2018	<p>Matters arising from the minutes not covered elsewhere on the agenda a) Student Voice (item 19.2018 from the previous minutes) confirmation feedback about influencing factors for student enrolment was sent to Directors via email 19th July 2018</p>
29.2018	<p>Teaching, Learning and Assessment Results by Qualification-A Levels Report 2018 Directors received and considered A Levels Results Report 2018 (paper 7.1a) presented by Assistant Principal: (AP) Academic, Directors were invited to ask questions. Questions from Directors Asked about the significant decline in Extended Project Qualification (EPQ) - upper high grades from 39.4% to 16.4% and what measures are in place to ensure this does not happen in the future. It was noted that the college are currently in the process of requesting a 'review of marking' for the EPQ. The AP Academic informed Directors that lessons had been learnt and the following measures have been put in place;</p> <ul style="list-style-type: none"> • not to rely too much on positive feedback in moderators' reports • correct some inconsistencies in marking • AP Academic had been accepted as a moderator for EPQ • a proposal to moderate every piece of work • bring deadline forward to allow more time for moderation <p style="text-align: center;"><i>Steve Haskett arrived at the meeting</i></p> <p>Asked about external validation, it was noted that EPQ is a non- examined assessment, however Blackpool Sixth have the opportunity to co-moderate with Bolton College</p> <p>Directors noted that despite concerns the results are fantastic and praised the team effort from the college staff.</p> <p>Asked about sections 2.1.4 and 2.1.5 of the report and significant subjects such as, French and geography, it was noted that despite these subjects being a concern in 2017/18 the case still remains going into 2018/19</p> <p>Directors were informed the following measures taking place;</p> <ul style="list-style-type: none"> • meetings with Heads of Departments (HoDs) to scrutinise results and compare with other colleges • share best practice with other colleges across the North West • continue to support staff, particularly in French due to staff on maternity leave • Assistant Head for English and modern foreign languages (EMFL) post extended which is a support and challenge role and proving to be successful in resolving issues swiftly. <p>Directors were also informed that in the main most areas lost high performing staff, which means more support is required for staff in earlier stages in their career.</p> <p>Directors noted the quality of the report.</p> <p>Results by Qualification-BTEC Level 3 Results 2018 Directors received and considered BTEC Level 3 Results Report 2018 (paper 7.1b) presented by Assistant Principal (AP) Vocational, Directors were invited to ask questions.</p>

There were no questions posed by Directors, however it was noted that the report was very good and pleasing to read.

Level 3 Achievement Rates Report 2018

Directors received and considered the Level 3 Achievement Rates Report 2018 (paper 7.2) presented by AP: Vocational and Academic who invited Directors questions

Questions from Directors

In response to how the college compares nationally it was noted that the overall Quality Achievements Rates (QAR) calculation is currently based on internal prediction as formal results data is not yet available. Directors asked for this to be presented at the next meeting.

In response to a question about (2.4) achievement rates are calculated using data taken from a 42 -day entry point the Deputy Principal summarised the entry requirements and informed Directors that there is a continued focus on retention.

GCSE Maths and English Results Report 2018

Directors received and considered the GCSE Maths and English Results Report 2018 (paper 7.3) presented by AP: Academic It was noted that these results are pleasing as they represent a significant improvement on 2016/17. Directors were informed that Assistant Head of FCAT and Head of EMFL is working with students across the FCAT schools focussing on what good learning looks like. Further work by the leadership teams for GCSE Maths and English will also look to share best practice to further develop a cohesive strategy to improving outcomes for students at level 2 including refining the November resit entry criteria.

The Principal informed Directors that the Head of Maths will be starting maternity leave in December, Directors were reassured that there are plans in place and the department will be well supported.

Route 3 Results Report and Achievement Report 2018

Directors received and considered the Route 3 Results Report and Achievement Report 2018 (paper 7.4a and 7.4b) presented by AP: Vocational, Directors were informed that despite increase risk due to lower recruitment criteria attracting more students the programme had been successful. It was noted that 75% of students' progress to Lower 6 and a handful will progress to Upper 6, retention remains a challenge at the end of the year group.

It was noted that on results day Blackpool Sixth staff attend every school in the area to talk to students about options available to them.

Questions from Directors

In response to a question about re-sits, it was noted that students who have obtained a Grade 4 in English Literature and Grade 3 in English language are not required to re-sit English language for funding purposes, but are strongly advised to do so in order to support progression.

Directors noted that the college receive £700 less per student if a student starts on Route 3 programme and progresses through to Level 3. The reduced funding comes in the third year.

Asked if the Route 3 programme had helped to increase the market share, it was noted that the market share had increased despite the target for 2017/18 of 150 students not being met, there is further work to be carried out.

Directors thanked the college staff for taking a risk by offering the Route 3 programme and for listening to students in order to tailor the support to meet their individual needs.

The Chair thanked SLT for their well written reports and SLT left the meeting

The Chair proposed and Directors agreed that they would bring a question linked to a particular area of focus to each meeting moving forward to allow for a better distribution of Directors questions and challenges.

**CORP
agenda**

Agenda

30.2018

College Action Plan 2017/18

Directors received and considered the College Action Plan 2017/18 (paper 8.1) presented by the Deputy Principal (DP) The Chair noted that the report was very detailed and summarised everything against the KPIs she asked if there were any concerns within the report.

Directors were informed that retention and attendance remains a focus, especially for the Route 3 programme as there are no statutory requirement for these particular students to attend college. Directors were informed that bench marking against schools had taken place and sharing good practice and strategies with other colleges to increase attendance.

Questions from Directors

Asked about the reasons for non- attendance, it was noted that some students find it hard coping with the semi-structure of college life in comparison to school life. Directors were informed that the college are starting to use the VESPA model, teaching skills such as, vision, effort, systems, practice and attitudes to help promote independent learning and manage their time more effectively.

Asked if the problem was national, the parent Director noted that part of the Primary Charter is to encourage independent learning linked to age-related expectations. Directors noted that this is something that could be encouraged at every stage of learning through FCAT schools.

Directors were pleased with the success of recruitment and noted the local advertising, the Principal informed them that the staff had worked exceptionally hard on this ambitious target.

Asked about access to some schools in the local area, it was noted that this can still be a challenge in some schools, asked if the possibility of introducing a faith element to the curriculum could be an option it was noted that faith is not generally a main driver for students but more for their families. Directors noted that promoting the community feel in Blackpool Sixth would be more likely to increase recruitment.

College Action Plan 2018/19

Directors received and considered the College Action Plan 2018/19 (paper 8.2) presented by the Deputy Principal, she highlighted that changes to the GCSE target is based upon entry level, currently the target is set at 65% of GCSE maths and English courses. The DP also highlighted that some targets remained the same as last year despite a discussion about dropping them down, Directors noted that they would rather see aspirational and challenging targets that the college did not quite meet than all targets RAG rated as green. The Principal noted that priority 5.1 of the plan had been strengthened through secured funding for post 16 programme.

The Principal also noted objective 3.2 and stated that the college are in a strong position to implement the careers strategy.

31.2018

Staff Survey

Directors received and considered the staff survey report (paper 9.1) presented by the Principal. It was noted that overall the picture was a positive one with a slight dip in communication. The Principal explained to Director this is being addressed by providing a weekly briefing to the leadership team which will then be disseminated to teams.

Questions from Directors

In a response to a question about who will lead these meetings it was noted that it would be the Principal or the Deputy/Vice Principals. Directors asked the Principal to think about an email mailshot, or provide information via Google Drive. It was noted that the information is provided in the staff/student weekly bulletin.

Asked if there was any correlation with the three departments with the highest negative difference it was noted there had been some staffing issues and that a new Head of Department (HoD) for science was in post which had shown some improvements within the department.

Update on Staff Professional Support

The Principal gave Directors some verbal feed- back on staff professional support, it was noted that the two members of staff on professional support are still on maternity at the moment.

32.2018

Principal's Report

Directors received and considered the Principal's Report September 2018 (paper 10.1) presented by the Principal, she gave an update on the current number of students enrolled at the college which stands at 2113 against a recruitment target of 2078 an increase of 35 which means the funding target had increased by 104

Directors were informed by the former Chair, a National Leader in Governance (NLG), that the government plans to support academies with pay staff awards, however this does not apply to Blackpool Sixth. It was noted that further debate would be required from Sixth Form Colleges to lobby the issue in parliament. There are to be a series of meetings with other colleges in the North West which the Chair agreed the NLG could attend.

Directors were informed that 6 expressions of interest had been received for the role of L6 student Director, interviews will take place on Friday and be conducted by the Principal, the Deputy Principal and the U6 Student Director. Directors were reminded of the Employer Breakfast Event taking place on Tuesday 2nd October 2018 between 8.00-10.00am.

33.2018

Directors Self-Assessment

Directors received the Quality Improvement Plan 2018-19, it was noted there would be no actions to report at the first meeting of the academic year.

34.2018

Identification of any new or amended risks

No new risks were identified

35.2018

Date and Time of next meeting

Wednesday 12th December 2018

Signed _____

Date _____