

CHEADLE AND MARPLE COLLEGE CORPORATION MEETING

THURSDAY 26 APRIL 2018

MINUTES PART 1

PRESENT/ABSENT

Name	Governor type	'End of Term of Office' date	Present (P) / apologies (Ap)/ absent (A)
Jenny Singleton	Staff (Principal)	Ongoing	P
David Lambrick	Governor (Chair)	20/10/18	P
Clair Dyson	Governor	22/10/18	P
Alison Hewitt	Governor	12/07/19	P
Connor McAlorum	Governor	30/04/18	P
Andrea McConchie	Parent Governor	15/07/19	P
Arwa Thabit	Student Governor	10/07/18	P
Anne Marie Cripps	Staff Governor	23/10/18	P
Sandra Dunn	Staff Governor	23/10/18	Ap
Adrian Clare	Governor	31/08/18	Ap
Chris Alogba	Student Governor	10/07/18	A

IN ATTENDANCE

Sharon Burton Deputy Principal
 Matt Lenaghan Interim Director of Finance
 Nick Sutton Assistant Principal Quality, Teaching, Learning and Assessment
 Lydia Smith Interim Clerk to the Governors

The meeting was preceded by a Safeguarding Training session delivered by Sharon Burton. All Governors present attended the session.

1. APOLOGIES FOR ABSENCE & WELCOME

Apologies for absence were received and accepted from Sandra Dunn and Adrian Clare.

2. DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest which they may have in any of the items on the Agenda for this meeting. No declarations were made.

3. CORPORATION MINUTES OF 08 MARCH 18
MATTERS OF ACCURACY

There were no matters of accuracy and Governors approved the minutes.

	Actions or Resolutions	Owner	Timescale
R	<ul style="list-style-type: none"> Minutes of meeting held 08 March 18 approved as an accurate record 	Governors	26 April 18
R	<ul style="list-style-type: none"> Minutes authorised for publication in accordance with the College Instrument and Articles 	Governors	26 April 18

4. MATTERS ARISING FROM THE CORPORATION MINUTES OF 08 MARCH 18

Item 4, Matters Arising from Corporation Minutes of 25 January 18

The College has been unable to obtain a response from the contact provided by Andrea McConchie for Oxbridge STEP tutoring.
Andrea undertook to look into this.

The Chair advised Governors that the FE Commissioner would be visiting the College on 21st May. Further information is included in Part 2 of the Principal's Report.

There were no other matters arising.

	Actions or Resolutions	Owner	Timescale
A	<ul style="list-style-type: none"> Seek response re Oxbridge STEP tutoring. 	Andrea McConchie	Summer Term 18

5. PRINCIPAL'S REPORT, Part 1

The Principal's Report was circulated to Governors before the meeting and the following points were raised/highlighted in discussion:

Strategic Leadership

The Senior Leadership Team (SLT) have attended 2.5 'Strategic Planning Days' focusing upon the theme 'Progress'. On the first day they reflected on the purpose of their role (and their team), key strengths and attributes of their team/area, vision in three to five years' time and key barriers to success. The SLT has developed new draft strategic priorities, vision, values and mission for the College and key expectations for staff and students. They were encouraged to apply the principle of "working smarter not harder" and considered impact in relation to workload. Cross-college projects on a variety of issues, including suitability of the curriculum, standards, culture and ethos and developing the right climate for learning, were undertaken and the outcomes presented to colleagues on the second day. Proposals and collective decisions were made in relation to areas such as future staffing structure, job roles, quality improvement

processes, estates reconfiguration (Cheadle), timetable, tutorial delivery model, BTEC delivery model, College application process etc. The outcome of these projects and the draft strategic plan for the College will be shared with Governors at the Conference in May.

Health Checks

Health check meetings are now complete across all curriculum areas. Heads of House and Area, the Principal/Deputy Principal and SLT members have been involved, together with parents. In some cases, noticeable improvements have been achieved but where insufficient progress has been made by students and intervention strategies exhausted, students have been withdrawn from examinations.

Voluntary Severance

In order to make some minor adjustments to the managerial and leadership function and to realign some business support functions, a voluntary severance scheme was offered. This has now closed and applications are currently being reviewed.

Condition Improvement Fund (CIF) Bid

The College was unsuccessful in its bid for CIF monies, which was massively oversubscribed. It will continue to explore funding through GM Skills Capital. The Principal has raised an issue with GM in regard to a lack of fairness in access to funding for Sixth Form Colleges.

In Year Retention and Attendance to date

Retention:

In Year 16-18 retention is in line or above the College target and / or SFCNA for 2017/18 upon all levels of provision. The % retention compared to the same time last year has improved upon Level 2 provision and declined upon Level 1 provision. 16-18 Level 3 retention is 92.5% and equal to the SFCNA . 19+ retention is above the SFCNA upon Levels 2 and 3 provision. 19+ Level 1 retention has been affected as a result of the withdrawal of functional skills students that FMBS included on the ILR, for whom training failed to be delivered.

A significant variation in retention by Free School Meal (FSM) students was noted. On investigation, it appears that this was due to 13 FSM students leaving the College for a variety of reasons including moving from the area, exclusion, poor attendance and intention to switch to apprenticeships.

There were no significant variations in retention by gender.

The Principal explained that Level 3 data will reflect the change from modular to linear A levels. Retention upon A Level provision is now reported over a two year period and it is therefore not possible to compare Level 3 overall retention data with previous years. Level 3 retention data has therefore been split into Year 12 and Year 13 Vocational and A level provision, in order for the College to accurately measure in-year progress.

Attendance:

Overall attendance at Marple is very good across 16-18 provision with significant improvements in attendance of GCSE English and GCSE Maths as well as tutorial.

Attendance rates amongst 16-18 year olds at Cheadle continues to be adversely affected by tutorial, GCSE Maths and GCSE English. There are no significant variations in attendance by gender or FSM entitlement. Having benchmarked our attendance rates against those of other Sixth Form Colleges, our figures seem to be broadly in line with them.

Apprenticeships:

The quality of provision at all levels needs to be monitored on an ongoing basis to ensure that no more than 40% of apprenticeship provision breaches the minimum performance levels of 62%. The College is not in this position at present, although three individual frameworks are currently in breach, namely Advanced Accounting, Play Work and STALS (Supporting Teaching and Learning in Sport). It should be noted that the Customer Service and Warehouse and Storage Frameworks currently delivered by FMBS would present a problem for the College if they were taken back in house, as the College has no staff with the relevant delivery experience.

Governors thanked the Principal for her report.

6. COLLEGE IMPROVEMENT ISSUES

6.1 Provision - Quality and Teaching and Learning

Key Assessment and Progress Report

Nick Sutton presented a report which had been circulated to Governors prior to the meeting. It gave an updated summary of A Level progress to date on the basis of student performance from Key Assessments 1, to 4 (mock exam), and included the progress/predicted grade prior to the mock exams which took place before Easter. The following points were raised/highlighted in discussion:

The key points are outlined below:

- Current predictions, based solely on mock exam performance, would equate to an A Level L3VA score of - 0.33;
- This figure presents a more pessimistic picture because it fails to take into account coursework for those subjects in which it is still included;
- The withdrawal from examinations of those students failing to make sufficient progress has adversely affected predictions;
- The final figure is expected to be in the region of -0.2, which would compare favourably with last year's figure of -0.38;
- Staff continue to work hard to upgrade students who are currently performing below predicted grades via a variety of interventions;
- Health Check 5 has just been completed and Nick receives ongoing feedback from all House Heads;
- The new Linear A Levels present a challenge in that the marks for grade boundaries have not yet been fully clarified.

Q Why do you think Maths results in the mock exams were low on both sites?

The paper set was intentionally difficult. The students are working very hard and a number of them have taken up the offer of interventions. Some students are retaking AS Level Maths in the summer in the hope of raising their Final A Level grades. We expect most students to

achieve their predicted grades.

Q Why are Sociology results low?

The two teaching staff who joined the College this year inherited Y13 students who had struggled during the previous year. Both teachers, who are NQTs, are working extremely hard and run support sessions at lunchtimes and during the Easter holidays. The signs of improvement are evident.

Governors thanked Nick for his report.

6.2 Student Journey and Recruitment

Recruitment Update

Governors received a report from Ryan Jones prior to the meeting giving them an update on applications and conversion requirements to meet the target of 1401 students for 2018/19. The following points were raised/highlighted in discussion:

Ryan advised Governors that internal progression would be a key factor in achieving the target figure for next year. The current internal progression projection is 759.

With regard to applications, these were of particular concern at Marple. This is due in part to the demographic decline, but also to the fall in applications from the main feeder schools, in particular Marple Hall and Chapel en le Frith. For students from these schools Aquinas now appears to be the preferred destination. Ashton Sixth Form College is now much improved and tending to attract students from Woodley and Bredbury, who may previously have enrolled at Marple. Ryan said that school leavers now had a much wider range of options and were being encouraged to look further afield than in previous years and to consider apprenticeships as an alternative to academic study.

In the face of the demographic decline, Cheadle seems to be holding its own with a total of 900 estimated applications by late August. The estimated number for Marple is 750. Ryan produced figures for conversion rates of 40%, 45% and 50% from application to enrolment and stressed the importance in keeping this as high as possible. Taking an average of 45% and assuming the internal projected progression of 759, this would result in student numbers of 1501 at the start of the new academic year. If the College allows for an attrition rate of 100, we should still be on target to reach the figure of 1401.

Q How many students do we normally lose?

In the first 42 days, we tend to lose 70 to 80 students, which is approximately 7%.

Q Why do we lose them?

We lose them for a variety of reasons. Some students enrol at multiple colleges and do not make a decision until they get their A Level results, whilst others move to other colleges or transfer to apprenticeships.

Ryan told Governors that an external company had been engaged to run a “Keep Warm” campaign to maintain contact via email with students who have applied to CAMSFC and extol the benefits of joining the College. He also updated Governors on progress with regard to the transport strategy. Routes have been established, pick up points agreed with the bus

company and free transport has been publicised on the website. Feeder schools have been informed, with initial feedback from Chapel en le Frith school good.

Ryan advised Governors of an initiative whereby the College would be engaging with the SFCA on a project to identify 100 potential Y11 students to buddy with current College students. The actual student groups are still to be selected.

The Chair expressed concern at the fall in applications at Marple and highlighted the need to reverse the trend for 2019. He felt there was a need for a plan to address the issue via marketing at the major feeder schools. Sharon Burton advised Governors that talks had been held recently with Y10 students at Marple Hall and that taster days for the cohort were planned.

Governors thanked Ryan for his report.

6.3 Finance and Resources

Details of Finance and Resources are contained in a Confidential Appendix to these minutes which is not for release into the public domain.

7. ANY OTHER BUSINESS

The Chair confirmed that the Corporation meeting scheduled for 17th May would not take place, given its proximity to the Conference on 19th May. Proposals were also put forward to change the dates of the June and July Corporation meetings.

A revised list of meeting dates will be sent to Governors.

	Actions or Resolutions	Owner	Timescale
A	<ul style="list-style-type: none">• Send out revised meetings schedule	Clerk	April 18

**Arwa left the meeting*

DATE OF NEXT MEETING

Thursday 7th June at 5.30pm

Signed

(Chair)

Dated