

**CHEADLE AND MARPLE COLLEGE CORPORATION MEETING**

**MONDAY MARCH 18th 2019**

**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
Adam Rhodes	Governor	31/10/21	P
Andrea McConchie*	Parent Governor	14/07/20	P
Kaya Dillon**	Student Governor	10/07/19	P
Laure de Rooij**	Student Governor	10/07/19	P
David Lambrick	Governor (Chair)	20/10/19	P
Matt Croasdale	Governor	09/12/21	P
Clair Dyson	Governor	22/10/21	P
Gareth Turner**	Governor	13/03/22	P
Ian Harvey	Staff Governor	13/03/22	P
Alison Hewitt	Governor (Vice Chair)	12/07/19	Ap
Connor McAlorum	Governor	30/04/21	Ap

IN ATTENDANCE

Nick Sutton                      Assistant Principal, Quality, Teaching, Learning and Assessment  
Lydia Smith                      Interim Clerk to the Governors

\*Arrived late – see Item 5

\*\*Left early – See Items 5 and 7

1. APOLOGIES FOR ABSENCE & WELCOME

Apologies were received from Alison Hewitt and Connor McAlorum.

Gareth Turner and Ian Harvey, who were both attending their first Corporation meeting, told Governors a little about their work experience and current roles. Governors then introduced themselves to Gareth and Ian.

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.

The Principal declared an interest on behalf of herself, the Assistant Principal Quality, Teaching,

Learning and Assessment (AP QTLA) and Ian Harvey in the structure of the Federation of Hope (FOH) at Item 11.

3. CORPORATION MINUTES OF 13 FEBRUARY 19

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

	<b>Actions or Resolutions</b>	<b>Owner</b>	<b>Timescale</b>
<b>R</b>	<ul style="list-style-type: none"> <li>Minutes of meeting held 13 Feb 19 approved as an accurate record</li> </ul>	<b>Governors</b>	<b>18 March 19</b>
<b>R</b>	<ul style="list-style-type: none"> <li>Minutes authorised for publication in accordance with the College Instrument and Articles</li> </ul>	<b>Governors</b>	<b>18 March 19</b>

4. MATTERS ARISING FROM THE CORPORATION MINUTES OF 13 FEBRUARY 19 NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

At this point the Chair gave brief feedback from the Search and Governance Committee (S & G), which had taken place directly before the Corporation meeting:

Instrument and Articles of Government

The following minor amendments had been approved at S & G and ratification from Corporation was now being sought. The amendments will allow Parent Governors of students up to 19 years to hold office and will permit Governors to serve more than 2 three year terms of office if they and Corporation so wish.

Para 2 (g), Page 3, “Parents of students *under the age of 19 years* attending the institution” to read “Parents of children *aged 16 -19 years* attending the institution”;

Para 9 (2), Page 7, “Members retiring at the end of *their* term of office shall be eligible for reappointment” to read “Members retiring at the end of *a* term of office shall be eligible for reappointment”.

Annual Conference

It was felt that a joint Conference with St Mary’s College (SMC) during the Summer Term would be advantageous following the establishment of the Federation of Hope (FOH). Possible dates and venues will be explored.

Link Governors

The appointment of Link Governors for specific areas was discussed. Andrea McConchie has taken responsibility for Safeguarding and Clair Dyson has expressed an interest in the Careers role. Other possible Link Governor roles would cover:

1. Estates if the CIF bid is successful - it is hoped that Connor McAlorum would fill this role;
2. Apprenticeships – Adam Rhodes has experience in this field and has been in contact with Kevin Shaw, Interim Director of Apprenticeships;
3. Education;
4. Marketing.

Any Governor with an interest in 3 or 4 was asked to contact the Chair or Clerk.

	<b>Actions or Resolutions</b>	<b>Owner</b>	<b>Timescale</b>
<b>R</b>	<ul style="list-style-type: none"> <li><b>Amendments to Para2 (g) and Para 9(2) of the Instrument and Articles of Government ratified</b></li> </ul>	<b>Governors</b>	<b>18 March 19</b>

## 5. PRINCIPAL/ CEO'S REPORT, Part 1

A report was issued to Governors prior to the meeting. The following points were raised/highlighted in discussion:

### Retention, Attendance and Withdrawal as of 06.03.19

#### Retention:

Challenging targets were set and the College is very pleased with the figures to date. In year retention for 16-18 provision is positive and above all retention targets, with the exception of the Vocational National Foundation Diploma, which is more rigorous with examinable components on the provision. Retention on this provision will continue to be closely monitored. Y12 A Level retention to date is 95.8%, which is considerably higher than in 2017/18.

#### Attendance:

Overall attendance is good, particularly at Marple where 16-18 attendance to date is in line with the target of 95%. Attendance on GCSE English and Maths classes remains below target and adversely affects overall attendance. With the exception of those Faculties delivering GCSE English and Maths, year to date attendance is in line with or above the same point in comparison to last year. A Level tutorial attendance has improved marginally and is currently being reviewed.

*\*\* Gareth Turner left*

#### Leavers Post 42 days

The picture is very positive, with 63 leavers across both sites post 42 days, compared to 70 at this point last year. Most of the leavers are from the Cheadle site and have left because of low attendance or having found employment.

*\*Andrea McConchie arrived*

Governors were pleased to note the improvements.

### Recruitment Update as of 06.03.19

The College had received 1759 applications by the above date. This represents an increase of almost 400 on the same point last year. The 20 applications per week expectation in the former Interim Deputy Principal's (IDP) paper last month has been exceeded. Applications from almost all key feeder schools are higher than last year, with Harrytown, Hazel Grove, Marple Hall and Stockport School particularly notable. There has also been an increase in applications from non-key feeder schools, in particular Wilmslow High and Burnage Academy.

Whilst it is not yet known how many of these applications will translate into actual enrolments, the College continues to work towards the former IDP's projection of a 40% conversion rate. Having already exceeded the scenario 2 projection of 1727 applications by mid- April, the scenario 3 projection of 1803 applications is looking more likely. Whilst the picture is very positive, this will place

additional pressure upon the Senior Management Team and Corporation to identify the required cuts to reduce staffing ratios and improve financial sustainability. New timetables are being drawn up and staffing requirements for next year are being closely scrutinised.

The Principal explained that the College's funding is linked for the most part to the previous year's student numbers. This means that the financial benefits of increased student numbers in 2019/20 would not be felt until the following year. The exceptions to this are HE and Apprenticeship funding, both of which are paid in year rather than lagging a year behind.

Q Are other Colleges facing the same situation?

Yes, they are. Sixth Form Colleges have been underfunded in recent years in comparison to schools. Salary increases have not been funded and the sharp increase in pension contributions will need to be paid by colleges, once government support ceases in April. Overall Sixth Form Colleges have experienced a drop in funding of 22% since 2010. On the plus side, the changing demographic situation will impact positively on College finances in the coming years and a funding review is also due to take place shortly, although details are very unclear at present.

The Chair asked that thanks be passed to all staff working on the recruitment campaign.

### OfSTED

OfSTED paid a three day visit to SMC after the half term holiday. The visit was very tough, given the reduced preparation time, and some data discrepancies between SMC's and OfSTED's records. However, feedback was very positive, with praise for the support given by the College to SMC and an overall outcome of "Good", following on from SMC's last assessment of Requires Improvement.

The Chair thanked the Principal and the Senior Management Team for their work at SMC and congratulated them on the outcome of the OfSTED visit.

The Principal informed Governors that, on the basis of the lessons learnt during the OfSTED visit to SMS, a mini OfSTED type exercise in the form of a desktop audit would be carried out shortly at CAMSFC.

## 6. COLLEGE IMPROVEMENT ISSUES

Papers were circulated to Governors prior to the meeting. Nick Sutton, AP QTLA gave a presentation to Governors and the following points were raised/highlighted in discussion:

### 6.1 Quality, Teaching, Learning and Assessment

#### In-Year Progress

##### A Level

Progress Grade 2 assessments have recently been carried out, although the results have not yet been communicated to students. They indicate that the College is likely to achieve an overall Alps 5 marking in the summer. Approximately 70% of students are predicted to achieve their target grade or higher, with intervention meetings planned for those whose expected grades are lower.

Based on Progress Grade 2, 13 out of 20 A Level subjects would receive an Alps Grade 5 or above. The seven subjects performing below minimum expectations based on predicted grades are : Biology, Chemistry, English Language, Government and Politics, Maths, Media Studies and Sociology.

Governors were advised that Maths is a new linear A Level, for which the grade boundaries are not yet known and tends to be marked very toughly. Projections last year were also low, but very positive Alps scores were ultimately achieved. The situation will be reviewed after the mock examinations have taken place.

An additional support package providing webinars and podcasts has been bought to assist Biology and Chemistry students and three extra teaching sessions per week are also being offered.

Media students at both sites are tending to perform to expectations but as national predicted results are very high, they would be required to achieve two grades above their expected level in order to reach an Alps 5 marking. Consideration is currently being given to replacing A Level Media with a vocational qualification.

#### BTEC

BTEC progress grades were not input to Alps in the Autumn Term, so the data is more limited. Overall predictions are mostly very good, with a likely overall Alps 4 marking, with the exception of Health and Social Care and Science at Marple. The APQTLA reminded Governors that as units are completed and staff work with students, a positive increase in grades can often be achieved.

The next steps/actions are listed below:

- Health Checks and KIT meetings will continue to discuss ‘at-risk’ and/or underperforming students and actions necessary for appropriate intervention and support both at A Level and BTEC;
- Letters will be sent home to persistent concerns/’at risk’ students with meetings with AP’s, DP or SLT Leads in cases where students are underperforming in two or more subjects;
- Invitations to intervention evening prior to Easter will be sent to parents;
- The content of Key Assessments will be re-formatted to ensure transparency and parity across subjects;
- Progress grades to be entered in between each key assessment in 2019/20 academic year to provide a further picture of performance in set tests.

The Chair asked the Student Governors if they had any observations to make on Teaching and Learning in the College.

Surprise was expressed at the low ALPS assessment for BTEC Science. The Principal said that the marking gave a false picture in that that there was no like for like comparison at present so that the BTEC was actually being compared against an exam scenario. BTEC Science now follows the NQF version of Science, which is much preferred by Universities to its predecessor. Course outcomes last year were very good.

The Student Governors confirmed that they were receiving good support from teaching staff but felt that access to Internet facilities could be improved.

Governors raised the following questions:

Q Are after school sessions popular with students?

Yes, they are well attended.

The Principal suggested that Governors may benefit from a presentation by a Head of Faculty at future Corporation meetings. The Clerk will arrange this.

Q Are GCSE English and Maths measured by Alps?

No, there is no clear performance measure available, but the APQTLA will provide data on progress by these students. He explained that such classes were often very difficult to teach as the students do not want to attend them.

Governors thanked the AP QTLA for his report and expressed appreciation of the work done by the College.

	<b>Actions or Resolutions</b>	<b>Owner</b>	<b>Timescale</b>
<b>A</b>	<ul style="list-style-type: none"> <li>• <b>Arrange for a Head of Faculty to attend next Corporation meeting</b></li> </ul>	<b>Clerk</b>	<b>16 May19</b>
<b>A</b>	<ul style="list-style-type: none"> <li>• <b>Provide data on GCSE progress to next Corporation meeting</b></li> </ul>	<b>APQTLA</b>	<b>16 May 19</b>

## 7.AOB

### Update on Link Safeguarding Governor role

Andrea McConchie, Link Safeguarding Governor updated Governors on her role. She has attended two meetings with the Safeguarding Team at Cheadle, which have been very informative and have afforded her a good understanding of how the team operates. She has logged on to the online facility at The Key for School Governors and worked through a Safeguarding Audit. Her findings were mostly good, but she needs to look further into some issues. She is comfortable that staff have the required policies and procedures in place and have a pro-active approach to the subject.

The Principal advised Governors that the College is now looking at improving its safeguarding software packages to allow better tracking of “at risk” students. She will ensure that Andrea is kept updated.

*\*Kaya Dillon and Laure de Rooij left the meeting*

### DATE OF NEXT MEETING

Thursday 16<sup>th</sup> May 2019.

Signed

(Chair)

Dated

