

# Quality and Performance Committee

Mon 10 June 2024, 17:30 - 19:00

Over Teams

## Attendees

### Board members

Dave Vasse (Principal), Sara Whittaker (Committee Chair), Barbara Nearchou (Assistant Principal), Marian Orafu (Member), Kay Sandford-Beal (Director of Governance), Pat Morton (Member, Absent from: 6, 6.1, 6.2, 6.3, 7, 8, 8.1, 9, 10, 11, 12), Nazerine Noorani (Member - Teaching Staff), Xavion Amegbe-Gustave (Student Member)

Absent: Jamie Davies (Member), Natalie Firth (Member)

Over Teams

## Meeting minutes

### 1. Welcome, apologies for absence and quoracy

To welcome members, note apologies for absence and ensure quoracy.

The Chair welcomed members to the meeting. Apologies had been received from Jamie Davies and Natalie Firth. The meeting was confirmed as quorate.

### Information

Sara Whittaker

#### 1.1. Confidentiality Statement

All matters discussed during this meeting are confidential until the minutes are approved. Any items recorded as Reserved Business remain confidential after the Reserved Business minutes have been approved.

The Chair drew members' attention to the confidentiality statement

### Information

Sara Whittaker

### 2. Declarations of interest

To declare conflicts of interest against any item on the agenda.

None were declared.


### Information

Sara Whittaker

### 3. Minutes of the previous meeting on the 19th March 2024

To approve the minutes of the previous meeting on the 19th March 2024 as a true record.

**DECISION:** The minutes of the previous meeting on the 19th March were **approved** as a true record.

 3. Chair Approved Minutes\_Quality and Performance Committee\_190324.pdf

### Decision

Sara Whittaker

### 4. Matters Arising

To monitor the completion or progress of actions not covered elsewhere on the agenda.

The action log had been shared with members in advance of the meeting and completion of actions and items added to the meeting agenda were noted.

KS informed members that no further feedback had been provided on the Governor Journey document.

 4. Action log Q & P 190324 updated.pdf

### Discussion

Sara Whittaker

## 5. Self-assessment - June 24 updates

To provide governors with an update on quality improvement actions and assessments/ exams.

Nazia Shah presented members with updates to the Self Assessment Report. The Chair thanked NS for the more digestible format and clarified that this would be the format used for the full SAR in the Autumn term, with updates provided in future in this adapted format. Pat Morton had to leave the meeting due to technical difficulties.

Questions were invited.

**Q - Governor:** I note that the English results are very strong, with a 15% increase in the November 23 exam, compared with the same series in 22-23. May we please have an update on the situation regarding mathematics?

**A: MF:** The achievement levels are slightly better than last year, but they still need to shift. It is challenging to motivate learners of GCSE maths and so we celebrate incremental gains. Exam attendance is improved and we are optimistic. This area of focus remains a priority: we continue to be strategic. and work hard to get students across the line.

**Q - Governor:** Is there a 'stepping stone' for Maths in the same way that functional skills for English enhance student skills?

**A - MF:** We have looked at 'GCSE Lights' but we know that employers, together with universities will only look at the formal GCSE Mathematics qualification.

Governors thanked SLT for the context provided and asked if next year would be a focus on continuing to embed initiatives, rather than create any additional new ones.

NS confirmed that the process and strategy of embedding would continue, but with increased rigour in the hope of seeing the shift within a 2-3 year timeframe.

A Governor remarked on the renaming of ALS to MHS. This has been rebranded to 'Monoux High School' which was considered to not only be a better representation to parents, but would also support in the marketing of the college.

A Governor asked how the Coaching programme was progressing. NS reported that benefits could be seen by the participants, including those who were due to join the college teaching staff. The 'Live' Coaching, which could have proved controversial, was also proving to be a success. Next year will see every full time teacher have access to a Coach, providing in lesson support every other week, compared with the bite size levels of support provided in the current year. The Chair thanked NS for the positive report and updates.

 5. SAR action plan JUNE 24 updates.pdf

 5.1. SAR Grading trends - June 24.pdf

## 6. Progress against Curriculum Strategy

Governors to be provided with updates from Assistant Principals against the Curriculum Strategy:

### 6.1. Employer input into assignments - Summer term 24

To provide governors with an update on employer input into assignments.

BN outlined how the college was in the process of engaging with employers to access their input into assignments. 5 examples of those partners involved in the review process had been provided to Governors. This supported the college in identifying the skills gaps that employers seek. BN explained that skills were being tracked centrally with the support of digital badges. This process allowed students to grow, review and reflect on their skills development.

The Student Governor shared that the digital badges can act as a good reflection of work experience and suggested that perhaps there was a need to promote the badges to students to a greater extent. BN shared that alumni had talked about the badges during Alumni week to raise awareness so more wide scale promotion would be beneficial.

**Q - Governor:** Are we doing enough to ensure that we are meeting the requirements of the DFE's local skills needs?

**A - BN:** We need to involve employers more in our delivery so that students learn both meaningful skills for the workplace, or next steps such as progressing to university. We also need to ensure that T level delivery has employer input for the future.

A Governor requested that the high quality of employer and university involvement be included in the SAR for the future.

**ACTION: BN and NS**

 6.1 Employer input into assignments.pdf

 6.1.1 Employer Assessment Review - Diverse Speaker Bureau.pdf

## 6.2. Showing up Charter - update


To provide Governors with updates on the impact of the Showing Up Charter.

BN summarised impact to date resulting from the introduction of the Showing up Charter. The charter highlighted the need for respectful behaviour, a positive learning environment and clarity over expectations and dress code, with the aim of attracting hard working students of good calibre and capacity to study both A and T levels.

The Charter had been shared with both students and parents on a number of occasions. A Governor requested that the charter be available to view on the college website so that it was accessible to read. The Principal highlighted that the charter was also available within the strategic plan.

**ACTION: BN to ensure the Charter was available for Governors to view online.**

From a staff perspective the Staff (Teaching) Governor shared that improved behaviour was evident, not only within the classroom but with behaviour around the college site.

 6.2 Showing up Charter.pdf

## 6.3. Attendance Progress - update

To provide Governors with updates on progress made with attendance as a result of interventions, including SEND attendance data as requested.

MF presented the updates on attendance which continues to improve and is slightly above pre pandemic levels, in particular for those studying A level. It was also noted that SEND students' attendance and those who were considered socially disadvantaged had higher levels of attendance.

Through the graduation points, underpinned by the student attendance contract of 85% and above, members were informed that the number of fixed term exclusions had increased, but that permanent exclusions had halved. It was considered that the more intense the intervention, the greater the response from the student. There was evidence of improved behaviour following fixed term exclusions.

A Governor asked for clarification regarding the criteria for fixed term exclusions not being just around attendance, but also around severe behaviour.

**A - MF:** It can be a mixture of both, but attendance can be a common thread and can be reflected in poor behaviour.

The Chair thanked MF for the report and for identifying the most successful interventions, noting that these were also the most resource intensive.

MF explained that in the previous year the interventions had been at Pathway Level. The SLT level of interventions allowed for Pathway leaders to have greater focus on curriculum delivery.

Interventions were working well, but attendance is still considered a barrier to achievement and still below 85% (currently the live data stands at 82%).

The Principal shared SLT's nervousness last year around introducing half termly graduation points plus the 85% attendance policy. With such a positive impact the policy can be embedded in the forthcoming year with greater confidence.

**Q - Governor:** How many students' attendance is over 85% compared with the previous year?

**A - MF:** 7% more than last year – so there is genuine improvement.

## Information

Barbara Nearchou

## Information

Matthew Franks

The Principal highlighted that attendance is tracked not only at lessons, but at assemblies, tutorials and 'read to succeed' sessions.

[6.3 GPs and attendance Q&P Committee Paper June 2024.pdf](#)

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## 7. T Level Update

To update governors on progress in the preparation of T Level delivery.

BN presented an update on T levels, explaining that the promotion of the qualification was proving a challenge and that national uptake was also low and under target. Focus was also placed on the planning of delivery this September. Interest had been gauged from 59 interested parties, who were being provided with taster sessions ahead of the September start date. Strong employers were also coming on board to support T Level delivery.

Students would need to be closely monitored in their first 6 weeks to ensure that they are provided with the appropriate initial guidance, advice and support to ascertain that it is the right course for those students. The Staff Governor shared that it will be key that Pathway leaders are clear with students what is expected of them to avoid drop outs and that the college enrolls with integrity so that students are served and advised appropriately on their qualification choice.

BN emphasised that the interventions of graduation points and monitoring would provide useful check in points, encourage hard work and clarify expectations from students.

[7. T Level Update.pdf](#)

## Information

Barbara Nearchou

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## 8. Review of Committee terms of reference

Governors to review and approve the committee's terms of reference.

The Principal suggested that wording be amended to ensure that the SAR required approval by the committee.

**DECISION:** Members agreed to **approve** the terms of reference, subject to minor amendments suggested.

**ACTION:** KS to amend terms of reference to reflect approval requirements and replace Clerk to Corporation with Clerk to Committee.

[8. Q & P ToR Annual Review June 2024.pdf](#)

## Discussion And Decision

Sara Whittaker

### 8.1. Scheme of Delegation

Governors to review the Scheme of Delegation as recommended by the Governance and Remuneration Committee for approval by the Board.

It was noted that any changes to the terms of reference be reflected in the Scheme of Delegation before approval by the Corporation.

[8.1 SCHEME OF DELEGATION v2.pdf](#)

## Discussion

Kay Sandford-Beal

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## 9. Committee Related Risks

To discuss and highlight any committee related risks that require escalation to the Board (Full Risk Register attached for reference).

Members agreed that there were no additional risks to those that had already been escalated previously to the Corporation; those being T Levels and recruitment overall.

[9. MX\\_Risk Register\\_8 May 2024.pdf](#)

## Discussion

Sara Whittaker

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## 10. AOB

To discuss any urgent items not covered elsewhere on the agenda.

None.

## Discussion

Sara Whittaker

## 11. Date of next meeting

To confirm the date of the next meeting as Monday 18th November 2024 at 5.30pm over Teams.

The next meeting was confirmed as Monday 18th November 2024 and noted that all future meetings for the next academic year would be held on Monday evenings at 5.30pm over Teams.

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## 12. Meeting Close

The meeting closed at 6.55pm