

**Minutes of the Standards Committee meeting STC19.3 held Thursday 5 March 2020
Long Road Sixth Form College, Cambridge**

Present: John Godwood (committee Chair), Paul Andrew, Yolanda Botham, Colin Greenhalgh, Jenny O'Hare, and Owen Shield

In attendance: Steve Dann (VP), Olwyn Benjamin (AP), Chris Childs (AVP)

Clerk: Anne-Marie Diaper

Ref **Actions:**

STC19.3.1 Apologies for absence
Apologies were received from Paula Heaney.

STC19.3.2 Declarations of Interest
Jenny O'Hare declared an interest in agenda item 6.

STC19.3.3 Request for any other business
The Principal gave an update on the College's present response and approach to the coronavirus outbreak, including the potential impact on student outcomes or progression due to a possible College closure. This included questions from Governors about the technological approaches to support learning, and arrangements for staff, particularly those considered vulnerable.

STC19.3.4 Minutes of the Standards Committee meeting SCT19.2 dated 21 November 2019
With no amendments the minutes of the meeting held on Thursday 21 November 2019 were agreed as a true and accurate record of the meeting.

STC19.3.5 Matters arising from the minutes not covered elsewhere on the agenda STC19.2.9. A Governor raised a question about the peer review of the SAR by another College. The VP commented that the SAR was reviewed by Ofsted as part of the inspection carried out just before Christmas, but LRSFC was continuing to seek further peer review.

STC19.3.6 DfE Performance Tables 2019 and UCAS 2019 entry and 2020 applications
The meeting was reminded that DfE performance tables had been presented at the Governors' annual training day.

Colin Greenhalgh joined the meeting at 4.40pm.

The VP reported on detail, setting out a range of points and some analysis, including:

- A-level value added, including comparisons with previous years and other similar colleges.
- Value added in applied general courses (only reformed courses).
- Progress in English and Maths GCSE.

Ref**Actions:**

The committee was presented with UCAS data and information on work being done to raise students' aspirations and support their applications to higher and medium tariff universities, including Oxbridge, and to courses such as medics and vets.

The committee thanked the management team for a very clear report.

STC19.3.7 Safeguarding update

The Assistant Principal (AP) gave a mid-term report; this included an update on cumulative figures since September 2019. The report included the number of students with safeguarding files, summary assessment data, autumn and spring alerts for specific concerns, and the numbers seeking counselling and welfare support. The meeting also touched on how Alps was being used to support vulnerable groups.

The AP left the meeting at 5.13pm.

STC19.3.8 In-year progress report, including mock examination data

The committee received a report led by the VP to include:

- Key assessment 6 (Year 2 mocks), including comparisons across subjects and student groups. The meeting discussed in some depth the rigorous post-mock work being undertaken with subject teams and individual students to boost final outcomes. Also different approaches to engagement with parents and carers.
- Key assessments 1 and 2 (Year 1), including use of VESPA strategies to enhance students' motivation and productivity.
- Current achievement data on applied courses.
- Maths and English GCSE, including November retake results.
- The progress of concern teams in implementing their action plans, based on feedback from the half-termly meetings between senior leaders and course team leaders.
- Performance of vulnerable groups of students, including data on retention and attendance.

A Governor commented that it would be useful to have a little more insight into the use of VESPA, in particular to help members understand its use in supporting vulnerable groups.

Agenda

It was agreed that learning walks 1 and 2 and learning review 3 would be presented to the next meeting of the committee.

Agenda

The committee thanked the team for the report.

STC19.3.9 Progress against targets in the Quality Improvement Plan (QIP)

The VP had provided an updated QIP with an added section at the end of each action section. The meeting discussed, and Governors raised questions, around the impact of the recent inspection on the planning process. The committee touched on ways of linking the detail in the plan more clearly to the five strategic priorities, including use of ALPS, VESPA, CPD, student voice, and parental engagement.

Ref**Actions:**

The VP and Principal invited comments and questions from the committee asking if there was anything obviously missing from the QIP or the strategy. The committee commented that it would be useful to have a summary on each of the 5 key points shown on page 2, which the Principal agreed to reflect on in terms of concise reporting. She reminded the committee of the link between the QIP and, in connection with teaching and learning, the other strategies such as the HR strategy which had been presented to the Finance & Resources committee and which was available on the Governor portal.

The committee thanked the team for the report.

STC19.3.10 Committee review of policies and procedures

Complaints policy. The Principal presented a new version of the policy edited down towards a clearer policy from the last version presented to the committee in 2017.

The committee agreed that changing the term 'informal complaints' to the term 'concerns' was preferred.

A Governor commented that the process and timeframe appeared clear under the formal complaints section, but queried the timeframe in the section on 'appeal'.

It was agreed to alter the format on section 3 which referred to the ESFA, and further reviews to the section on handling anonymous complaints. The policy would return to the committee before being recommended for Board approval.

**Principal/
Clerk****STC19.3.11 Stakeholder reports/updates**

Management colleagues spoke to the written stakeholder paper which detailed approaches on:

- The student voice strategy: induction survey, learning conversations, the scholars' focus group, participation in the general election and Ofsted inspection, a climate change meeting, consultation and early conclusions drawn from the timetable review, and a petition.
- The developing parental engagement strategy, including an increased focus on parents' evenings and enhanced communication with parents to help them support their children's progress.

A Governor asked a question about how non-course related complaints or concerns were handled by Colleges.

STC19.3.12 Governance improvement plan 2019-20 update on committee actions

The committee reviewed the governance improvement plan that had been updated. It was agreed:

2. Add that committee Chairs were providing strategic reports to Corporation of the work of their committee.
5. It was noted that learning reviews reports and learning walks reports/data had not so far been taken by the committee.

Ref

Actions:

7. College had been inspected by Ofsted in December 2018, and so there may be a need to review the training necessary on the EIF. It was noted that Ofsted inspections were one method of testing Colleges' overall performance. Governors would need to consider what training was now necessary/desired on this.

There were no additional updates.

STC19.3.13 Any other business

None.

STC19.3.15 Date of next meeting

Thursday 7 May 2020. The meeting closed at 7pm.

Signed

Date