

**Minutes of the Standards Committee meeting STC22.2 held on Thursday 1 December 2022
Long Road Sixth Form College, Cambridge**

Present: Jenny O'Hare (committee Chair), Paul Andrew, Yolanda Botham (Principal), Rob Howes, Maryum Jadoon, Lily-Kate McCormack, Carole Moss and Alex Pryce

In attendance: Steve Dann (VP), Chris Childs (AP) and Harriet Riches (AP)

Clerk: Anne-Marie Diaper

Ref	Actions:
STC22.2.1 Apologies for absence	
None. The committee Chair welcomed the newly elected student Governor to the meeting. The Principal thanked the student Governor for attending the recent meeting with government officials at the College.	
STC22.2.2 Declarations of Interest	
None	
STC22.2.3 Request for any other business	
None	
STC22.2.4 Minutes of Standards committee meeting STC22.1 held on Thursday 22 September 2022	
With no suggested amendments, the minutes of the last meeting were agreed as a true and accurate record of the meeting.	
STC22.2.5 Matters arising	
None	
STC22.2.6 Safeguarding termly update and annual report	
The AP and DSL reported. The STC Chair advised that she as Safeguarding Governor would be meeting with the DSL soon. The AP picked out the key points of her written annual report. Priorities for last year include peer on peer abuse events, student assistance programme, numbers of CP files (this year a significant increase), the counselling service, and actions being carried through to the SAR to support student wellbeing. She gave an update on reporting through MyConcern and how findings are being embedded into actions plans and tutorials programmes.	
She also gave an overview of her termly report, which included KCSiE, Prevent, CP files, counselling, referrals and early help cases. She paused for questions.	

Ref**Actions:**

A Governor asked about the number of CP files received from feeder schools. The DSL reported that the majority of these are related to low level CP issues that needed no action.

Another Governor asked a follow up question about supervision and support for the staff leading on and handling safeguarding issues and general capacity, and the use of the 'lessons learned' section of MyConcern. A peer-on-peer case was helpful to reflect on and use as a case study.

A Governor asked about the length of time it was taking for CP files to arrive from schools and whether there was anything that could be done to expedite this. The DSL advised that the wellbeing and admissions team were working together to manage this but with over 100 feeder schools, this was a big task.

The STC Chair asked for more detail of non-continuation rates for students with CP files compared with other students. The DSL confirmed that anecdotally was the case, but the data needed to be analysed further and this was something on the plan for further review/action.

STC22.2.7 College Self-Assessment Report (SAR) 2021/22 and Quality Improvement Plan (QIP)

The STC Chair handed over to the VP to present the SAR. He advised that the SAR served multiple audiences including the Board, and Ofsted, and no specific format was required. The SAR aligned to the EIF structure, each section was graded and the SAR included an overall judgement in the context of an Ofsted inspection.

The STC Chair highlighted that this version of the SAR judged the College as being overall 'good' in terms of performance. She invited the committee to consider whether the evidence set out in the report backed up the judgements set out. She referred to the outcomes section and the considerable amount of data available (she used students who receive a bursary as an example).

The VP responded reminding the committee about the value-added data (ALPS and 6 dimensions) used by College. It was not possible for one measure alone to give the full picture due to the plethora of things being measured, and the lack of usual national benchmarks due to the disruption of the pandemic period. Governors referred to retention at pages 18 and 50, wondering if structuring the report differently would help present a clearer picture, and the meeting discussed retention per subject, per student group, and intersectionality. Governors thanked the managers that this version of the SAR included more detail on

destinations. A Governor asked a question about the numbers of students aspiring to HE and other destinations. Benchmarking for destinations and HESA and other UCAS data was touched upon.

Governors noted that the SAR included much more data in some areas than was needed by the committee, commenting to the extent that the key messages were more difficult to identify. The Principal reminded the committee of the uses of the report. All-important was clarity of the report.

A Governor commented that she liked the strengths and weaknesses section and then appendices intended to back up those. Governors also like the careers information including scoring against Gatsby benchmarks linking to the QIP. The meeting touched on the leadership and management section and the Principal drew the meeting's attention to the strengths section, commenting that this section might be seen as a summary of the document.

The STC Chair summed up. In terms of teaching and learning outcomes, results and the judgements set out in the SAR, the committee agreed that the College was at least 'good'.

The committee congratulated the managers for the work on the SAR and agreed to recommend it including rating to the Board at the next meeting.

Targets to be included in the QIP. This was intended to carry forward outcomes of the SAR and pick up areas for development, starting with 9 annual headline data targets set out.

A Governor asked a question about a target included last year about satisfaction with CEIAG and recording of destinations. The target had been removed following extensive consideration. The Principal commented that further analysis was necessary to understand the right measure and what the data meant. The STC Chair was keen to discuss progression at a later date.

The committee was content to recommend the QIP for Board approval.

STC22.2.8 Current summary data

The AP spoke to the report which included data on KA5 and learning reviews and learning walks. KA1 data was not available for this meeting and would be likely to be presented at the next meeting along with KA2. Information on 'working at grades' (WAGs) was also included. He paused for questions.

The STC Chair commented that the data looked generally positive, with some of the issues already featuring in the QIP.

The Governors commented about parental engagement and which was higher than previous years. The College commented that moving feedback on line had been helpful. A Governor asked about asynchronous approach and the managers commented that parents received information on key assessments, progress audits and through parent consultation. The staff Governor advised that learning conversations after key assessments were valued by students.

Rob Howes left the meeting at 6.51pm and the Clerk advised that the meeting remained quorate.

The meeting touched on a longitudinal study on KA1 students on E or U grades and the possible effects of intervention. The Chair thanked the managers for the report.

STC22.2.9 Complaints annual report

The report demonstrated an example of parental feedback. With only 4 formal complaints set out the meeting commented this was an encouraging report.

One formal complaint around the admissions process was discussed briefly and the meeting thanked the Principal for the report.

STC22.2.10 Committee review of key policies

Safeguarding and child protection policy. The AP outlined the minor amendments set out in the policy for this year and the simplification of some categories, presented with tracked changes. The STC Chair would be separately feeding in direct minor amendments not worthy of discussion during the meeting.

With no additional comments on the draft updated policy and subject to the minor amendments the committee confirmed its intention to recommend Board approval of the policy.

STC22.2.11 Governance: committee self-assessment of effectiveness and annual report 2021/22

The Clerk had populated the committee's contribution to the various sections of the Terms of Reference, referring to where STC meetings had covered various aspect of the work.

The STC Chair commented that she would be leading on completing the self-assessment section of the governance SAR ready for Board

Ref**Actions:**

consumption and wished to encourage input from members of the committee on governance matters related to the STC.

The one area the committee considered valuable was improved structural student input to the committee discussions and the STC agreed that more student engagement was to be encouraged.

The Clerk suggested that governors may consider any gaps in assurance when feeding back ideas to include in the governance improvement plan so to consider where risks (item 12) might support this.

STC22.2.12 Review risks relevant to committee

The committee had reviewed the report on risks relevant to the work of the STC, that had been prepared by the Clerk.

A Governor referred to risk number 4.20 and asked if those students with additional access arrangements raised an additional risk considering the preceding exam period. The VP responded that this was a risk that had been identified by College and more work was being done with exams, parents and students to determine a policy that may come back for further discussion at committee level, later.

STC22.2.13 Any other business

None

STC22.2.14 Date of the next meeting

STC22.3 Thursday 2 March 2023. The meeting closed at 7.13pm.