



Mission Statement: *Inspiring learning, developing character, building futures*

**MINUTES OF THE MEETING OF
THE STANDARDS BOARD OF BLACKPOOL SIXTH FORM COLLEGE**

Date: Monday 10th June 2019
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.00-6.20pm

Present: Mr C Simkins OBE (Chair)
 Ms J Gray (Principal)
 Ms W Middlemas
 Cllr D Clapham
 Mr A Burr
 Ms C Coyne
 Cllr C Baxter

Together with: Mrs S Hawitt (Governance Administrator)

Apologies: Mr N Webster, Reverence S Haskett, Mr R Hill, Ms A Hall, Ms V Blakeman, Ms D Taaffe, Mr M Hellewell, Mr N Oldham and Mr S Rimmel

		Action
13.2019	<p>Preliminaries The Chair welcomed everyone to the meeting, especially Callum Baxter his first meeting of the governing body. Directors introduced themselves and Callum gave Directors an insight to his background and experiences. The Principal shared some good news with Directors, the college had won an education award from Blackpool Radio Wave which was presented by Cllr C Baxter.</p> <p>Apologies were noted</p>	
14.2019	<p>The Chair of the Search and Governance Committee made a recommendation to the Standards Board that Cllr Callum Baxter is appointed as a member of the Corporation and the Audit Committee. 14.2019 D1 Resolved: Cllr C Baxter was appointed to the Corporation and the Audit Committee</p>	
15.2019	<p>Declarations of Interest There were no declarations of interest</p>	
16.2019	<p>Consideration of any items of urgent business. There were no items of urgent business to discuss</p>	
17.2019	<p>Confirmation of Quoracy It was noted the meeting was quorate</p>	
18.2019	<p>CPD- Directors Personal Record (DPR) delivered by Alan Lloyd Due to the number of apologies Directors CPD was postponed until a later date. The Chair of the Corporation explained the new DPR to Directors and wanted to note thanks to Alan Lloyd who had worked extremely hard on producing such an effective document which will be beneficial in collating information.</p>	

Asked if the document can be used before the training, it was noted that yes Directors can start to complete the information if they feel happy to do so.

19.2019 Minutes of the meeting held on 11 March 2019

The minutes of the meeting held on 11th March 2019 were approved

20.2019 Matters arising from the minutes not covered elsewhere on the agenda

- a) Equality and Diversity Report-**(item 10.2019 from the previous minutes) confirmation consideration was given to how this report can be shared with the wider student group and that all students are aware of the appropriate procedure for authorised absence

20.2019 Teaching, Learning and Assessment

Directors received and considered a report on ShOW results presented by the Assistant Principal: Vocational (paper 8.1) It was noted that the report was very detailed showing a remarkable depth of knowledge, it was hoped that absent Directors read them.

Directors were invited to asked questions

Directors were pleased with the consistent improvement in lesson observation, it was noted that four curriculum staff required a re-observation, three of which had now delivered lessons that met the required standard and one awaiting a re-observation. It was noted that teaching standards are excellent with 98% of teachers having delivered a lesson that met the standard required during the year.

Significant areas of improvement in assessment and learning was identified across the college, however additional work will be carried out in the learning and development programme over the next academic year.

In response to a question about middle leaders role in the ShOW process it was noted that the Senior Leadership Team (SLT) and the Leadership Team form part of the ShOW Review Team, with a view to developing the process further to include Assistant Heads.

Asked about the re-observation selection for EMFL, Directors were informed that SLT are confident improvements will be made, however summer results will show if its improved quickly enough. Directors were informed that a new Head of EMFL is very keen to make the necessary changes to drive improvements forward.

In response to a question about the lack of student comments on feedback sheets in the PAMM department, it was noted that after ShOW week action plans are drawn up for each department and progress is checked at regular intervals.

It was noted that areas for improvement from each department relate to very small numbers, it was agreed to quantify strength of area of improvement and good practice for future reports.

The Principal explained to Directors that AP: Vocational and Academic are revising the strategy for the ShOW process. The approach to ShOW has moved from a graded system to an ungraded system giving staff the opportunity to reflect on their own practice and be involved in more of a coaching conversation rather than a structured process.

Directors considered a report on the progress to Minimum Target Grade (MTG) (paper 8.2) presented by Assistant Principals: Academic and Vocational. Directors were invited to ask questions.

In response to a question about additional Academic Support Tutorial (AST) sessions it was noted that these are over and above the normal timetable to address any gaps in learning.

SLT

Asked about the MTG % score in maths in comparison to other subjects, Directors were informed that due to the nature of the subject maths predictions are usually a pessimistic view as in worst- case scenario, maths department want to give an accurate prediction at moment in time as opposed to a future prediction.

Directors were informed that the report will be the last in this current format before moving over to Alps Connect, which will give much more detailed data. In response to a question about how helpful MTG is to students particularly now A Levels are moving from a modular to a linear course structure, noting it can sometimes be demoralising if grades are moving in the wrong direction. It was noted that Alps Connect provide a 'what if 'button which will empower staff to support students in finding ways to improve value added. It was also noted that further training will be delivered for directors, parents and students in the new term.

21.2019

Student Voice

Directors received and considered the report on the Student Voice (paper 9.1) and were invited to ask questions by the Deputy Principal

Directors noted the excellent response from staff to the 'you said we did' process, it was noted that it can be difficult to demonstrate to Upper 6 students the changes made due to the time of year, it is usually the next cohort of students who benefit from any changes made.

The Principal informed Directors that a new contract had been drawn up for catering and the first thing the new caterers intend to do is talk to students to involve them in developing catering service at the college.

Directors asked for clarification on a collapsed GCSE lesson, it was noted that this had been replaced by (AST) following the November exams.

Student Support

Directors received and considered the report on Student Support (paper 9.2) presented by the Deputy Principal, she invited questions

Directors noted it was pleasing to see the progress of destinations of SEND pupils.

Directors were informed that students at 6th Form Colleges have to disclose their need independently, it does not automatically come with them from school. It was also noted that 'Quality First Teaching' is passed onto all teachers which means those students who do not receive support from Additional Learning Support (ALS) progress in line with their peers.

A discussion took place regarding gaps in timetabling, it was noted that having gaps in the timetable is sometimes unavoidable. The Principal stated that, it would be wrong not to have directed study time (gaps) as students need to start preparing for university. Work is being carried out to encourage students to use their time effectively whilst at college.

In response to a question about how the college deals with Mental Health issues, Directors were informed of the Mental Health Strategy (MH) which was launched in September, it was also noted that every student has access to a Pastoral Mentor, safeguarding team and two part time counsellors within the college. It was also noted that the college take part in the 'fitness to study' programme. Asked if there had been an increase in MH issues Directors were informed that evidence shows there is an increase. It was noted that staff have the opportunity to complete MH First Aid training.

In response to a question about student applications for 2019-20 it was noted figures show an overall increase of (27) applications compared to the previous year, however the market share has declined due to the slight increase in the overall year 11 cohort size (97) more students. It was also noted that there had been a decline in applications from FCAT schools, especially Aspire, down 9.7 percentage points to 45.3% and Montgomery, down 7.0 percentage points to 47.8%

22.2019

Careers Strategy

Directors received information on the Careers Strategy and Careers Programme 2018-19 presented by the Deputy Principal. She informed Directors that the strategy was launched at the start of the year and is very much on track and making good progress.

22.2019 D1 Resolved: Directors approved the Careers Strategy for 2018-19

The Chair thanked SLT for their reports and they left the meeting

23.2019

Directors Self-Assessment

In the absence of the Chair of the Self-Assessment Committee the Principal gave Directors a brief account of the progress made against the Directors' Quality Improvement Plan 2019-20. It was noted that progress will be updated at the next Self-Assessment meeting to be held on 27th June 2019.

Questions from Directors

In response to a question about links with a single large employer, it was noted that the college have links with BAE systems but also links with many other smaller companies, however it was noted there is a gap within the health, sector especially Blackpool Victoria Hospital.

It was agreed to rename the QIP, Directors Quality Improvement Plan (DQIP)

24.2019

Identification of any new or amended risks

There were no new risks identified, however the Chair of the Corporation will deliver a presentation on Directors roles and responsibilities, and attendance at the next Corporation meeting.

AOB

25.2019

The Principal shared with directors a copy of the Ofsted report from Carmel College

26.2019

Date and Time of next meeting

Monday 5th December 2019 5pm

Signed _____

Date _____