



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

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

Date: Monday 23rd September 2019
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.00-6.45pm

Present: Mr C Simkins OBE (Chair)
 Ms J Gray (Principal)
 Ms W Middlemas
 Cllr D Clapham
 Ms D Taaffe (Via Audio)
 Mr A Burr
 Mr N Webster
 Ms C Coyne
 Mr S Haskett
 Mr M Hellewell
 Mr S Rimell
 Cllr C Baxter

Together with: Ms G Yeadon (Deputy Principal)
 Ms S Benson (Assistant Principal: Academic)
 Ms T Cooper (Assistant Principal: Vocational)
 Mr A Lloyd (Vice-Principal: Information Systems and Resources)
 Mrs S Hawitt (Governance Administrator-FCAT)
 Ms C Gregson (Governance Lead-FCAT)

Apologies: Ms V Blakeman, Ms A Hall and Mr N Oldham

		Action
27.2019	<p>Directors CPD- Directors Personal Record (DPR) delivered by Alan Lloyd</p> <p>The Chair gave directors an explanation of the new DPR, its purpose and the benefits.</p> <p>Alan Lloyd gave directors a page-by-page demonstration of the document. He talked about the information required from each director and how to record it on the spreadsheet.</p> <p>Directors were asked to complete the personal details tab as soon as possible and the skills audit and declaration of interest by the end of October</p> <p align="center"><i>SLT arrived at the meeting</i></p>	All directors
28.2019	<p>Preliminaries</p> <p>The Chair welcomed everyone to the meeting, especially Ciara Gregson an observer from FCAT.</p> <p>Apologies were noted</p>	

The Chair gave some context to the current situation, it was noted that the first Standards Board meeting of the academic year is a significant meeting to discuss results from 18/19 and consider plans for the next 12 months. He informed directors that although there was a lot to celebrate there are concerns to consider too. He also noted that as a board of directors we need to be Ofsted ready. The Chair of the Corporation expressed an interest in developing a working party in preparation for Ofsted.

29.2019

Declarations of Interest

There were no declarations of interest

30.2019

Consideration of any items of urgent business.

There were no items of urgent business to discuss

31.2019

Confirmation of Quoracy

It was noted the meeting was quorate

32.2019

Minutes of the meeting held on

The minutes of the meeting held on 10th June 2019 were approved

33.2019

Matters arising from the minutes not covered elsewhere on the agenda

- a) **ShOW report** - (item 20.2019 from the previous minutes)
confirmation information to quantify strength of area of improvement and good practice from each department will be included in future reports.

34.2019

Teaching, learning and Assessment

The Principal informed directors that the overall college ALPS score for A level was very disappointing, as it had declined a grade, however she wanted to assure them that the position had not been taken lightly and that work had already been carried out to drive improvements. She noted that after attending the North West Principals' meeting, A level results in comparison to other colleges all bar one, had declined, in fact most 6th Form colleges across the sector had remained static or declined since becoming fully linear. She noted that she did not want to excuse the situation and that an ALPS grade 5 is not good enough for Blackpool Sixth.

Directors received report on results by qualification for A level-(paper 8.1 a) delivered by Assistant Principal: Academic

The AP: Academic explained the difference between the new reporting system using Alps Connect, she explained the grading system and noted that the focus for the college is to get back into the red (performance is within or exceeds the top 25% of the National benchmark) It was noted that five subjects were graded red and these should be celebrated, however student numbers in these subjects are low, therefore results tend not to impact on the whole college.

Questions from Directors

In response to a question about the 11 subjects categorised as critical and why Spanish was not included, it was noted that due to very small numbers of students it was agreed the biggest subjects should be the priority areas for rapid improvement, which will be formally reviewed by the Principal and Deputy Principal following each data entry point.

Asked about the 33 U grades and is this linked to non- attendance, it was noted that two students went on holiday and failed to turn up for the exam and the rest failed to make the grade. The AP: Academic gave a further explanation into how U grades are calculated under the new ALPS Connect, for example, an MTG of an E, a U grade outcome is equivalent to a 2-grade drop, with an MTG of D, a U grade outcome is equivalent to a 3-grade drop and so on.

In response to a question about subjects in their first year of the linear course structure it was noted that statistics and law are the only two subjects in their first year on this programme.

In response to a question about reasons behind the decline in grades, it was noted that there had been some significant staff changes and the content of linear qualifications was overwhelming some staff members.

In response to a question about students being badly placed, it was noted that ALPS Connect will make it easier to have conversations with students around data monitoring, especially as there is a 'what if' button which can be used as a motivation tool. It was noted that staff are very excited about the new system, which will enable them to be more targeted with support. Furthermore, at each data entry point Pastoral Mentors will discuss progress with students and parents to ensure any interventions are having a positive impact.

In response to a question about the early identification of any potential U grades, it was noted that grades will only be predicted in the last two data entry points in the second year of study to allow for a most current assessment grade as possible.

Asked if the 33 U grades are made up of multiple or singular fails, it was noted that some U grades are multiple but not all, there is no straight forward correlation between the U grades.

Directors were informed that following results, meetings had taken place with every Head of Department (HoD), who were all tasked with developing an action plan. After each data monitoring point HoDs will meet to discuss progress and challenge with the Principal, Deputy Principal and the Chair of the Standards Committee.

A Level Action Plan - Directors received the A Level Action Plan (Paper 8.2) and it was noted that significant progress had already been made, especially in terms of the refined ShOW process. Every member of SLT had already been in the classrooms resulting in the improvement of the quality assurance throughout the college. Directors were assured that all HoDs are absolutely on board with the changes and realise the sense of urgency within the college.

Questions from Directors

In response to a question about the changes in the ShOW process and the response from college staff, it was noted that staff are happy about the changes, which include more rigorous personalised coaching, more detailed conversations and more learning walks.

In response to a question about managing staff performance, it was noted that two members of staff had been moved to formal support, whilst rigorous and focused conversations are taking place as part of staffs' personal development reviews (PDRs). Asked about managers' performance, directors were informed that the members of the leadership and SLT have had an enhanced PDR this year.

In response to a question about the financial strain over the last few years and the impact on outcomes for students, it was noted that the pressures of less staff and similar class sizes which cannot be reduced is bound to have an effect on outcomes for students. The Principal informed directors that she had reviewed and reduced her external timetable to support improvements in the college.

In response to a question about achieving the internal targets set by the college which are above and beyond the National average for retention and performance outcomes, it was noted that some students especially those on the 'fitness to study programme' take up a lot of time, however directors were assured that retention would not compromise quality and that if students have to withdraw for any reason they should be allowed to do so. It was also noted that there is a lot more focus on personal responsibility which is a message shared with students and their parents,

Cllr D Clapham and Cllr C Baxter left the meeting

Directors received a report by results by qualification on Level 3 BTEC - (paper 8.1b) delivered by Assistant Principal: Vocational, she informed directors that college were delighted by the results. Directors congratulated the college on a set of great results.

Questions from Directors

Asked if the college are ready to switch over to the new Regulated Qualification Framework (RQF) for all subjects, the AP Vocational informed directors that for the next academic year all subjects will have moved over to the new framework. Staff have been preparing for this and further work is being carried out helping teachers to prepare for external assessments. It was also noted that results dipped slightly on the BTEC Level 3 Film and TV, which are already on the new RQF, however remained strong in comparison to other colleges.

GCSE Maths and English Results Report 2019

Directors received and considered the GCSE Maths and English results for 2018-19 (paper 8.3) presented by the AP: Academic. She gave directors some background information about GCSE, for example these are students who have already failed. It was noted that the GCSE results were pleasing as overall the significant improvements made last year have been sustained.

She also pointed out that 42 students retaking English made two or more grades improvements with eight of these students achieving grade six or seven and the high grade pass rate for maths at 50% is +3.1pp on last year.

Question from Directors

In response to a question about the increase in the number of students resitting GCSE, it was noted that if students leave school with anything less than a grade 4 in GCSE Maths and/or English, then college numbers for resits will increase.

Route 3 Results Report and Achievement Report 2019

Directors received and considered the Route 3 Report and Achievement Report (papers 8.4 and 8.5) presented by the AP: Vocational. She highlighted that college were delighted with the outcomes, particularly outstanding pass rates and high grades in business despite it being a new course. It was also noted that the pass rate in IT was outstanding which is also new and teachers are not experienced in preparing students for external assessments.

The Chair congratulated the staff for all their hard work

35.2019

College Action Plan 2018-19 and 2019-20

Directors received and considered the College Action Plan (paper 9.1) presented by the Deputy Principal who invited questions.

Questions from Directors

Asked if there was any correlation between attendance and outcomes, it was noted that attendance is critical and, in many cases, attendance has impacted results.

In response to a question about the talent strategy, it was noted that this forms part of the targeted recruitment strategies for 2019/20.

Asked if the targets for attention / retention are realistic and achievable, it was noted that there was no plan to reduce the targets and there should be no compromise on attendance, if we want students to be ready for the outside world.

It was noted that priority 2.1 the introduction of a revised ShOW process as part of a new teaching and learning strategy was in its early stages, however replicated the new Ofsted framework.

35.2019 D1 Resolved: Directors approved the College Action Plan 2019-20

36.2019

Staffing

Directors received and considered the Staff Survey Report 2019 (paper 10.1) presented by the Principal. She highlighted the overall satisfaction score of 96% (an increase in 3pp compared to the previous year) as pleasing. It was noted that the college can still improve on communication but overall the survey was encouraging, especially considering departmental workload.

Professional Support

The Principal gave directors a verbal update staff professional support which included two members of staff are currently on informal support.

SLT left the meeting

37.2019

Principal's Report

Directors received and considered the Principal's Report September 2019 (paper 11.1) presented by the Principal. She gave an update on recruitment and informed directors that despite and increase in enrolments, the growth target had not been met which was a similar picture across the college sector.

It was noted that due to a decline in GCSE results in one local school at least 25 students could not access even the Route 3 programme.

However, despite this, the conversion between application and enrolment had improved in comparison to the previous year.

Also noted was the increase in funding in sixth form colleges, however the work with Sixth Form Colleges Association (SFCA) on 'Raise the Rate' will continue.

Directors were invited to ask questions, there were no questions to answer. Directors thanked the Principal for a very thorough report

38.2019

Directors Self-Assessment

Directors received the Quality Improvement Plan 2019/20 it was noted that Steve Rimell should be recorded in the progress update against issue 1: increase directors' engagement with local and regional employers. As a result directors have exceeded this target.

It was also noted that the A level situation be added to the plan for 2020/21 at the next Self-Assessment meeting.

The Principal informed Directors that the Deputy Principal will be part of two Ofsted inspections this term which will provide valuable learning for Blackpool Sixth.

Clerk

**SA
agenda**

39.2019

Identification of any new or amended risks

No new risks were identified at the meeting

40.2019

Date and Time of next meeting

Monday 25 November 2019 at 5.00pm

Signed _____

Date _____