



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

MINUTES OF THE MEETING OF THE CORPORATION OF BLACKPOOL SIXTH FORM COLLEGE

Date: Tuesday 22nd March 2022
Venue: The Blackpool Sixth Form College
Room: Committee Room
Time: 5.00- 6.20pm

Present: Cllr Callum Baxter (Chair)
Ms Jill Gray (Principal)
Cllr Don Clapham
Ms Debbie Taaffe
Ms Caroline Coyne
Mr Jeremy Mannino
Mr David Gascoigne
Mr Alistair Burr
Ms Hannah Goodrick
Ms Tharany Vijayaratham

Together with: Ms Gail Yeadon (Deputy Principal)
Ms Tina Cooper (Assistant Principal: Curriculum and Vocational)
Ms Amanda Crumblehulme (Assistant Principal: Business Support)
Mr Stuart Ormson: Student Support
Mrs Sue Hawitt Minute Taker (Governance Administrator-FCAT)

Apologies: Ms Tabitha Davey, Ms Natalia Baranowska and Ms Sukie Woodhouse

**Not
in attendance:** Mr Ray Baker

01.2022 Preliminaries

The new Chair welcomed everyone to the meeting and apologies were noted

02.2022 Declarations of Interest

There were no declarations of interest

03.2022 Consideration of any items of urgent business.

There were no items of urgent business to discuss

04.2022 Confirmation of Quoracy

It was noted the meeting was quorate

05.2022 Minutes of the virtual meeting held on 9th December 2021

The minutes of the meeting held on 9th December 2021 were approved

06.2022 Matters arising from the minutes not covered elsewhere on the agenda

There were no matters arising from the minutes not covered elsewhere on the agenda

07.2022 College Action Plan

Directors received the College Action Plan (CAP) (paper 7.1) presented by the Deputy Principal and were invited to ask questions.

Questions from Directors

Asked if there was any initial feedback on the gaps in student knowledge and skills caused by disruptions during the pandemic, it was noted that students had not sat official examinations since year 6 SATS therefore finding preparations for exams a little daunting. The recent mock exams had worked really well and provided good preparation for students, the hardest thing to prepare for is the practical element of subjects, directors were informed that practical elements had been covered in a condensed rapid way, however priority notice on what might be on the exam paper will help to focus priority topics, the biggest concern is helping students to stay positive and not feel demoralised due to low grades whilst supporting them to use feedback positively.

Directors asked about the priority to support students to make safe and healthy choices about their holistic well-being and recommended the college access the 'trauma informed training' which is currently being rolled out in Blackpool. SO agreed to look into this.

In response to a question asked about priorities discussed at the directors' annual conference, it was noted that these priorities would form part of the CAP for 2022-23

In response to a question about 1:2 and what the outcome is likely to look like, it was noted that the Deputy Principal and the AP: Vocational are working alongside Heads of Departments (HoDs) and support services to ensure assessment is right for all students and subjects. Directors were informed that it is a very challenging piece of work due to the different requirements and awarding bodies involved, however were reassured that it will be in place for the next academic year.

Asked about 'fall in love with teaching again' (FiLTa), how it works and the impact, it was noted that there are 6 FiLTa days across the academic year which has helped to significantly develop the learning and development offer with a focus on sharing best practice. There are currently two main goals:

- staff and students are prepared for online learning, enhancing their own learning opportunities

- staff are given time to reflect on their own practice and grow their own practice within such a fast pacing sector

In response to a question about 3:2 to increase applications from students with SEND, it was noted that the target set for application will be reached partly due to an increase of 10% more students disclosing additional needs and a doubling of students with high needs from previous years. It was noted that plans are in place to expand the additional learning support (ALS) team in order to accommodate the increase in the number of students.

Asked about the impact on KPIs it was noted that it will be challenging however the data for success and retention of students with SEND is really good and can make a huge difference to a student's outcome if they attend the college.

08.2022 Destinations Report

The Assistant Principal: Student Support presented the Final Destinations Report 2020-21 (paper 8.1), he noted that for the first time in the report a section on summary and conclusions had been included. He noted some of the key headlines from the report which included an increase in students progressing to positive destinations, an increase in students progressing to higher education and more students than ever progressing to high and high tariff universities.

Directors were informed that less students appear to be taking a gap year and more staying in part time low skilled destinations which will be one of the key actions for 2021-22.

Directors were also informed that the 'Building Futures' event will take place at the college for the first time in two years, which will include some face to face sessions and some online material capitalising on the best of both.

Questions from Directors

Asked about the low skilled employment figures and if it is linked to aspirations or just a stop gap before moving onto something else, it was noted that there is no evidence to support the reasons, however it was suggested that some students might have delayed applying to university due to the pandemic, recently college had received a lot of applications from past students for references for university. It was also noted that the student loan scheme had changed which could also have an impact.

Hannah Goodrick left the meeting

09.2022 Student Grievance Protocols

The Assistant Principal: Student Support gave directors a verbal update on the student grievance protocols which included the process for concerns and complaints and how they are dealt with and escalated. It was noted that most concerns are dealt with very quickly and do not escalate to the formal procedure.

10.2022 Safeguarding

Directors received the minutes from the FCAT Safeguarding Board meetings held on 9th December 2021 and 10th February 2022. The safeguarding director noted that students from Blackpool Sixth had been involved in a meeting via video link and the board were really pleased at how the students demonstrated how they are able to keep themselves safe online and in the physical environment.

Directors were informed that there had been some concerns over one of the entrances to the college site, however this is now out of use except for emergencies.

11.2022 Directors Conference Feedback

The clerk agreed to send a reminder to directors to complete the feedback form.

SLT left the meeting

12.2022 Professional Support

There was nothing to report

13.2022 Principal's Report

The Principal presented her report (paper 13.1) and invited questions

Questions from Directors

Asked about the reduction in applications from some schools and who has benefitted from the loss, it was noted that some students are not applying due to lack of motivation, aspiration and general uncertainty about exams due to the pandemic, it was also noted that a reduction in application may have been as a result of the postponed taster day and the February open evening, however there is an taster day planned for 12th March with over 700 students signed up to attend and the open evening will take place in April.

In response to a question about the challenges faced in recruitment of staff across the sector and how this is managed, it was noted that plans are in place to ensure support roles are filled for the next academic year as more and more students are requiring in class support and specialised exam arrangements resulting in a higher staff/ student ratio.

Directors asked the Principal about her highlights from the directors' conference, she noted that meeting face to face to discuss college business was a highlight as well as directors visiting areas within the college.

Asked how the Ofsted grading is being capitalised, it was noted that there are lots of information sharing on social media and the principal is sharing best practice with other colleges across the sector.

It was noted that at a recent local council meeting all participants were given a copy of the report.

13.2022 Directors' Self-Assessment

Directors received the final Self-Assessment Report and Quality Improvement Plan (DQIP) for 2021-22 and confirmed all areas were achieved.

14.2022 Directors' Training

Directors were given a verbal update on training requests by directors and how these will be delivered, the chair gave an overview of directors' self-assessment meetings which will take place commencing April, the clerk agreed to circulate the dates available

Clerk

Committee Meetings

15.2022 Standards Board

Directors received and approved the minutes of the Standards Board meeting held on 29th November 2021 (Paper 16.1)

16.2022 Audit

The Chair presented the minutes of the Audit committee meeting held on 24th January 2022 and risk management reports (paper 17.1) for approval, she gave an update on the process to tender for an external auditor, it was noted at present no external auditor was in post, however an update is likely in the next few weeks.

17.2022 Search and Governance

Directors received and approved the minutes of the Search and Governance committee meeting held on 22nd February 2022 (paper 18.1)

18.2022 Admin and Finance

Directors received and approved the minutes from the Administration and Finance committee meeting held on 8th March 2022 (paper 19.1)

19.2022 Identification of any new or amended risks

There were no or amended risks to consider

20.2022 AOB

The principal invited directors to an initial fact-finding meeting (to be confirmed) with the Education & Skills Funding Agency (ESFA) to discuss academisation

Directors were reminded to complete their attendance for this meeting on their DPR

Date and Time of next meeting

Tuesday 5th July 2022 at 5.00pm

Signed _____

Date_____