



Company no: 07729878

THE GOVERNING BODY OF SHELLEY COLLEGE

Minutes of the meeting of the Governing Body held at the school at 6.00pm on Tuesday 15 March 2022.

Present

Mr N Wilson (Chair), Mrs M Bowker, Mr D Wadsworth, Mrs E Waller, Mr G Davis, Mrs M Currie, Mrs A Mortimer, Mrs L Simpson

In Attendance

Mr A Hewitt
Mr G Wadsworth
Mr P Cowling (part)
Ms E Kilner (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who/by
1.	<p>Apologies, consent and declarations of LAAPs and interests</p> <p>Apologies for absence were received from Mrs E Jessop, Mrs A Horsfall-Jones and Mrs C Cooper-Smith (all with consent).</p> <p>Mrs L Simpson noted that she was a Local Authority employee (LAAP).</p> <p>The Chair registered that he was a supplier of stationery products to Shelley College.</p>	
2.	<p>Matters for any other business</p> <p>The Principal thanked everyone who had completed the Skills Audit and encouraged all governors to submit the completed document (a further request for completion was sent out on 14 March 2022). The Skills Audit data will be used to identify governor skills gaps and training needs.</p> <p>ACTION: Skills gaps and training needs to be included on the next agenda.</p>	Chair
3.	<p>Representation</p> <p>The following matter of representation was noted:</p> <p>Mrs M Bowker has resigned with effect from 16 March 2022</p>	

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	Thanks were noted to Mrs M Bowker for all her work as a governor of the school.	
4.	<p>Minutes of the previous meeting held on 1 February 2022</p> <p>RESOLVED: That the minutes of the meeting held 1 February 2022 be approved and signed by the Chair as a correct record of the meeting.</p>	
5.	<p>Matters arising</p> <p>There were no matters arising. It was noted that all actions had been completed.</p>	
6.	<p>Principal's Report</p> <p>The Principal's Report to Governors – 15 March 2022 had been circulated before the meeting.</p> <p>(a) <u>Shelley College Sixth Form</u></p> <p>'Governors Update – Shelley College Sixth Form' had been circulated before the meeting. Mr P Cowling updated the meeting on key areas in the report:</p> <ul style="list-style-type: none"> • Amends to the report were noted. • There are 141 students in Year 13 and 128 in Year 12. This is a viable sized sixth form. The budget is set on 120 students in each year group. • Students come into the sixth form with an average GCSE of 5.5 and achieve grades C to D on average at A Level. These grades represent positive progress when measured by the national benchmark – L3VA. • A mix of vocational and A level subjects are offered. This is unique to Shelley, as other colleges offer specific pathways, rather than a hybrid model. • Bursary students are post 16 disadvantaged students. • Attendance in Year 12 is good at 94%. Attendance in Year 13 is lower at 92%. Although attendance has dropped during and post pandemic, these figures are significantly above national averages. • Strategies are in place to support student attendance. • Leavers 2018 to 2021 headline progress measures (all presenting a positive L3VA) were discussed. • Sixth form strengths and areas for development were summarised. Areas for development include attitudes of some students, particularly in Year 13 and the level of challenge and ambition in some lessons. • The Sixth Form Strategic plan was summarised including actions for each half term. <p>Q. Is the low attendance in Year 13 due to Covid?</p> <p>A. Year 13 students have a very disrupted memory of attendance and there is some uncertainty about safety and testing requirements. This Year have been significantly impacted by Covid.</p>	

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	<p>Q. How were the mock exam results for Year 13? A. Results for Year 13 are still being analysed.</p> <p>Q. Why is Year 12 attendance better? A. This Year has a more settled mindset at the start of Sixth Form. Covid has had less impact compared with Year 13 in terms of routines, work ethic and attendance.</p> <p>Q. Do we have Sixth Form entry requirements? A. Yes we do and there are some specific subject requirements.</p> <p>Q. Has Criminology been considered as a subject for Sixth Form? A. Not currently.</p> <p>Q. Are we happy with Sixth Form numbers? A. The Budget is set for 240 students in total which is 120 each year. We expect to be over 120 for the next Year 12 intake in September.</p> <p>Q. Do we think that higher attaining students go to Greenhead College? A. Some do but there are lots of reasons for change at the end of Year 11 including geographical reasons and curriculum choices.</p> <p>Q. Do we do 'exit interviews' to understand why some students move schools? A. No but we could do. We do get some students who leave and then come back to us.</p> <p>Mr P Cowling was thanked for the update.</p> <p><i>Mr P Cowling left the meeting at 6.30pm.</i></p> <p>(b) <u>GCSE & A Level Updates</u></p> <p>The Principal updated the meeting. Year 11 Mock data – KPI Summary was circulated.</p> <ul style="list-style-type: none"> • As expected, on 7 February, Ofqual released advanced information regarding content for the summer GCSE and A Level examinations. • Curriculum Leaders have made the necessary changes to their Programme of Study for the remainder of the year. • Teachers will plan revision and re-teach tasks linked to the key topics identified in the advanced information document, but also consider gaps in students' knowledge and skills. • Year 11 Mock Data was summarised and Progress 8 scores were explained. • Overall, Year 11 is in a good position and feedback from students is positive. <p>Q. Are extra classes after school giving any benefit? A. It is difficult to measure but attendance is good and students say the classes are helping. Visits by the Teaching and Learning team and Senior Leaders provide evidence that the sessions are purposeful and linked to relevant aspects of the course.</p>	

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	<p>Q. Are the extra classes open to all students? A. They target disadvantaged and those identified as ‘high priority’. Staff and students have been brilliant.</p> <p>Q. How will we get data for new Year 9 students joining the school? A. We will use Teacher Assessments. We are also researching different baseline tests for reading, phonics etc</p> <p>(c) <u>Governor Training</u></p> <ul style="list-style-type: none"> • We have extended our affiliation with the National Governance Association and all governors should have received a log on. • A range of training courses can be found at Training and Development - National Governance Association. • We are also in the process of finalising log in details for ‘Learning Link’ which is also run by NGA but accessed via the Local Authority. • We are working on a new Governor induction package. Once completed we will share the relevant information, with the training also being available to established governors who may want a refresher course. <p>(d) <u>MAT Improvement Plans</u></p> <p>Next steps on the School Development plan include:</p> <ul style="list-style-type: none"> • Mr J McNally, CEO has been working on strategy documents and key priorities for the Trust. The proposed Strategic Plan document and a Theory of Change (TOC) draft plan were circulated before the meeting. • We are working with Impact, a company who will help identify key performance indicators for each of the proposed outcomes from the TOC document. • It was noted that there were no issues or concerns with the strategy documents. <p>(e) <u>Finance update</u></p> <p>Indicative budget for 2022-23 shows £207k additional funding. This will be used for increased utility costs and the extra capacity in the Leadership team. The current 2021-22 budget shows an in-year surplus.</p> <p>It was noted that inflation will be an issue.</p> <p>Q. Will the cost of the 3G pitch impact the budget? A. The cost will be paid for out of reserves.</p> <p>Q. When will the 3G pitch be complete? A. We are hoping for completion by September / October 2022.</p>	

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	<p>(f) <u>Staffing</u></p> <p>The Principal summarised appointments, leavers and vacancies.</p> <p>Q. Why were we overstaffed in MFL? A. This was a planned overstaffing to improve leadership. This has had a positive impact on the faculty.</p> <p>(g) <u>Senior Leadership Team Proposals</u></p> <p>The planned changes to the Senior Leadership Team have now been agreed.</p> <p>(h) <u>Future agenda items</u></p> <p>It was agreed that SEND would be a focus for the next meeting.</p> <p>ACTION: Mr G Wadsworth to send the Safeguarding Training Video to the new governors who should confirm that they have completed the training as soon as possible.</p> <p>ACTION: The Governor with Specific Responsibility for Safeguarding will be asked to complete additional external training.</p>	<p>Mr G Wadsworth / New Governors</p> <p>Mr G Wadsworth</p>
7.	<p>Approval of Policies</p> <p>There were no policies for approval.</p>	
8.	<p>Safeguarding</p> <p>Mr G Wadsworth updated that there were no Safeguarding issues to report.</p>	
9.	<p>Governor training and school visits</p> <p>The Chair continues his regular visits to the school and meetings with the Principal.</p>	
10.	<p>Any other urgent business</p> <p>There were no items of other business for discussion.</p>	
11.	<p>Correspondence</p> <p>There were no items of correspondence to report.</p>	
12.	<p>Dates of meetings for the 2021 – 2022 academic year</p> <p>RESOLVED: That Governing Body meetings will be held at the school at 6pm on the dates below:</p> <p>Tuesday 28 June 2022 – Agenda items to include</p> <ul style="list-style-type: none"> - Governor Skills Gaps and Training needs - SEND Update 	

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13.	Agenda, minutes and related papers – school copy RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.	

The Chair closed the meeting at 7.10 pm.