



EXMOUTH COMMUNITY COLLEGE

FULL GOVERNORS MEETING

Meeting 4 – Part I Minutes			
Date/Time	Tuesday 17 th May 2016 at 4.30pm	Location	Conference Room, The Grange, ECC
Attendees	Initials	Type of Governor	
Miss J Elson (Chair)	JE	LA Appointed	
Mr A Alexander (Principal)	AKA	Ex-officio	
Miss C Babbage	CB	Parent	
Mrs S Collett	SC	Parent	
Mr R Davison	RD	Community	
Mrs V Duval-Steer	VDS	Community	
Ms L Edwardson	LE	Teacher Governor	
Dr A Gelling	APG	Teacher Governor	
Mrs P Graham	PG	Community	
Mrs A Grange	AG	Parent	
Mr K Johnson	KJ	Community	
Mrs R Jones	RJ	Community	
Mr R Lawrence	RL	Community	
Ms C McColl	CM	Parent	
Mrs L Miszewska	LM	Community	
Mr R Mitchell	RW	Support Staff Governor	
Mrs M Skinner	MS	Teacher Governor	
Mrs M Turgoose	MT	Parent	

Apologies	Initials
Mr I Macqueen	IM

Absent without Apology	Initials

In Attendance	Initials	
Michaela Savage	MS	Clerk

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| 1. To agree between Part I and Part II of the meeting: Agreed | |
| 2. To receive and approve apologies for absence: As above and agreed. | |
| 3. Notice: Governors confirmed receipt of notice of the meeting. | |
| 4. Quorum: The meeting was quorate. | |
| 5. Declarations of interest and any changes to Declarations of Interest: None | |

<p>2972/6 Minutes</p> <p>(a) To confirm Part I Minutes of 22.03.16</p> <p>The following amendments were requested:-</p> <p>Page 3 2953/7 Uniform Group Re word 2nd paragraph to read “and the agreement will be forwarded to them for signing”.</p> <p>Page 5 2957/11 Update on Progress 8 Remove the % sign.</p>	
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<p>Page 5 2960/14 ECC Website Typo correct “atheistic” to “aesthetic”.</p> <p>Page 6 2961/15 Safeguarding Update Reword 2nd paragraph to read “MSk said the dangers of sexting is included in all the schemes for PD” .</p> <p>The minutes were agreed, once the above changes have been made, as a true and accurate record of the meeting.</p> <p>(b) To consider matters arising from the minutes</p> <p>Page 3 2955/8 – Update on Pupil Premium – MT said it feels like there has not been a written report on pupil premium for some time. RL said there is a summary document on the amounts being spent that goes to the Finance Committee. AKA said feedback has been given to governors, by RL, following his meeting with DT. It was agreed that MS would circulate an updated pupil premium report to governors.</p> <p>AKA said it is a considerable amount of money and the spending of pupil premium money needs to be effective. The gap between disadvantaged pupils and the rest was 32%, however this had been lowered to 16% and is currently running at 20% in English and 18% in Maths.</p> <p>AKA has formed a working party comprising of DT, GA and HM who will be working on the effectiveness of pupil premium and the interventions ECC are using. They will be leading an INSET day for all staff in September.</p> <p>RL has raised, at both Governors and with DT, about service children and how pupil premium money is being spent.</p> <p>CB said it is useful to know all the interventions that are going on in the College. LE advised that the English Department are very aware of pupil premium students and attendance at KS3 is something that is being looked at. CB reminded governors that the pupil premium report is on ECC’s website.</p> <p>CB said governors should be reassured that the outcomes are being looked at and that response is swift in looking at what interventions are effective and which are less effective.</p>	<p>MS to update the minutes.</p> <p>MS to circulate updated pupil premium report to governors.</p>
<p>2973/7 Business brought forward by the Chair</p> <p>a) To confirm resignation of Parent governor</p> <p>JE confirmed LB’s resignation as parent governor from the governing board dated 08.04.16. JE said LB will be missed and thanked her for her contribution.</p> <p>b) To agree the 2017/18 Calendar</p> <p>AGREED: RM proposed acceptance of the 2017/18 Calendar, CB seconded and all governors were in agreement.</p> <p>c) Update on Paperless Meetings</p> <p>MS advised that she and Sarah Rogers had met with Paritor who are offering a centralised database system. The cost would be £59 per month but they are offering a free 18 month trial. JE advised that the system offers no additional benefits and it was agreed the governors administration system would remain as it is.</p>	<p>MS to advise WMC.</p> <p>MS to advise Paritor.</p>

<p>d) To agree Community Governor Vacancy</p> <p>JE advised that at the Strategy meeting on 15th March it was agreed to advertise for a community governor. JE then asked for this to be put on hold and suggested that on reflection MT, who is currently a parent governor, should transfer to the community governor vacancy. MT was in agreement to doing this, if this is what governors wanted.</p> <p>AGREED: JE proposed Margaret Turgoose as a community governor, RL seconded and all governors were in agreement.</p>	<p>MS to advise Governor Services</p>
<p>2974/8 Update on REACH Annual Review</p> <p>JE advised that the REACH Centre planning permission does not expire until 02.05.18.</p> <p>The REACH Centre was last reviewed on 22.10.15. A review will be carried out next Autumn term 2016.</p>	<p>MS to put on FGB agenda Autumn 1 2016.</p>
<p>2975/11 Safeguarding Update</p> <p>LM met with HM on 10.05.16 and updated her on the current situation. LE advised that the MASH referrals have reduced because much of the work is being passed back to ECC. JE advised LE that if ECC have any concerns these should be raised with JE and she will raise them with DCC.</p> <p>AKA advised there is a concern regarding safeguarding, smart phones and sexting. Concerns regarding children in care have been reported to the Police. AKA is attending a meeting at Sandy Park to put forward his views on safeguarding and children in care.</p> <p>LE advised that there is not a day that goes by without an issue to do with social media. Each year office has the same problems and probably Y10 and Y11 experience more.</p> <p>RL advised that at recent interviews a teacher commented how refreshing it is to come to a school where mobile phones are not allowed during the school day. AKA said it has become the culture of the school and very few are confiscated. AKA said an evening is going to be arranged with the parents to raise their awareness of the dangers of smart mobile phones.</p> <p>CB asked if any work needs to be done with the primary schools. AKA said it is difficult with 15 feeder primary schools, all with different heads. SC said, in her experience, it is not an issue at primary school, VDS agreed.</p> <p>RD suggested the students at ECC make a film, AKA said that was an excellent idea and would talk to Mr Panton in the Media Department and to SMT.</p>	
<p>2976/12 To receive reports from Committees in Part I</p> <p>(a) Curriculum Committee</p> <p>(i) To receive Curriculum Minutes 10.05.16</p> <p>Noted and agreed.</p>	

<p>KJ advised that there are some serious concerns regarding the comprehensive nature of Post 16 due to changes in BTec examinations where ECC, and other schools, will have difficulties fulfilling the requirements that are being put on them. There are considerable pressures being put on schools regarding BTecs and ST is actively investigating if there are any other vocational courses available that ECC could offer.</p> <p>KJ said how delightful it was to share the meeting with the Head of History and the excellent hard work the department are doing.</p> <p>JE advised that she attended a meeting and expressed concerns regarding vocational courses. JE advised that businesses need to be talking to students earlier than Post 16, perhaps in Year 9 when the students are taking their options.</p> <p>AKA said at Rotary he was asked what two things he would most like in education, AKA advised:-</p> <ol style="list-style-type: none"> 1) For all primary school children not to leave primary school with a reading age of less than two years below their actual age. 2) A good vocational qualification for students who are less academic. <p>AKA advised governors of the event he had attended today at Bicton College where students were being presented with awards following the vocational courses they are undertaking.</p> <p>RL suggested writing to the Secretary of State to make these points which are so crucial for the students.</p> <p>KJ advised that Terms of Reference had been reviewed at Curriculum. Discussion took place regarding Free School Meals and the Triangle of Partnership and it was agreed that these would be covered by the FGB.</p>	<p>JE /AKA to write to the Secretary of State regarding concerns.</p>
<p>2977/9 Self Evaluation and School Development Plan</p> <p>GA advised the most recent SEF was circulated with the agenda papers. GA advised that the attendance figures are based on 2015 and the behaviour figures on 2014, as these are a year behind on Raise Online.</p> <p>LM asked if grading the level as a one, is no further improvement needed? GA said there is and attendance is being looked. MT said the graphs for behaviour and attendance have not been seen for some time and asked if these could be circulated to governors. It was agreed that JE and AKA will decide which committee these reports should go to in the future.</p> <p>MT asked about attendance for pupil premium students. GA advised that a weekly report is sent to all tutors. SC asked is there a narrative as why attendance is lower than previously. GA said there is and this has been looked at identifying that a few students skew the figures considerably. LE advised that the Heads of Year have weekly meetings regarding attendance with the EWO.</p> <p>KJ said if the narrative is attendance is an issue for students who join ECC after Year 7, are comparable schools experiencing the same issues? GA advised that ECC's mobility is higher than the national average.</p>	<p>MS to arrange for reports to be circulated to governors</p> <p>AKA/JE to discuss.</p>

JE asked about troubled families and whether analysis needs to be done looking at these families in relation to attendance. AKA said this was a good point and he will discuss this at SMT.

2978/10 Update on ECC Website

MT, CB and GA met with Nigel Wilkinson on 21.04.16. GA has since spoken to Sarah Rogers (SR), Richard Childs (WMC) and AKA and summarised these discussions to governors.

- WMC produced a comprehensive report for the meeting with Nigel Wilkinson.
- GA advised much positive feedback has been received regarding ECC's website.
- Corporate identity has been discussed.
- Discussion has taken place regarding the home page and what works well.
- During the period of the review WMC has been "thinning" the website down and ensuring the links are easy find.
- GA has been looking at the number of clicks needed to access information.
- The Post 16 area has been looked at as there was a concern regarding locating back to the home page, a link has been added so that this can take place.
- GA advised that much information is now on RM Unify so staff and students can easily access various areas such as Show My Homework, E Praise etc
- Accessing the site via a mobile phone or tablet, ECC currently pay £1000 per year
- Discussion has taken place regarding a software package "Word Press" that could be used. It would cost approximately £5000 to set up the template for ECC which would alleviate the £1000 annual cost ECC currently pay, as Word Press is mobile, and tablet friendly.
- GA has looked at Word Press websites and has said in his opinion they that do not have the individuality of other websites.

CB said Nigel Wilkinson advised the current system, "Seriff", is an "amateur" content management system. Word Press is a simple software package built for large websites such as ECC's and is future proofed. ECC are currently be penalised by search engines for not having a mobile phone friendly website.

GA advised that the issue will be the amount of content on the current website and the time it would take to transfer this to a new site.

RJ asked if WMC maintains the website. GA advised he does and there are additional staff that can update the website in an emergency. AKA would be cautious regarding who has editorial rights.

AKA asked if the governors have seen the new layout. SC said the website is better but it is still very wordy. JE said budget considerations need to be taken into account. GA said the development plan is being written at the moment and investment is taking place in E Praise, Show My Homework and CPoMs.

MT said NW was prepared to write something simple up about the website and should ECC take up his offer? RM suggested a phased change could be considered. GA said if there are governors who would like to meet with him to discuss the content and navigation of the website suggestions and / or changes could be implemented without the need to change the software.

Governors to contact GA

<p>It was agreed to ask NW to put a report in writing and this will be reported back at the next FGB meeting.</p>	<p>MS to put on next FGB agenda</p>
<p>2979/13 Communications</p> <p>A request has been received asking if beer and lager can be sold for a boxing tournament room hire request in April 2017. JE advised a licence would be required from EDDC which the hirer would be responsible for arranging. CB would like to generate income for ECC via the hire. AKA advised that events he has been to at Exmouth Pavillion have been well run.</p> <p>AGREED: JE proposed acceptance of the request to sell beer and lager only, subject to the hirer being responsible for arranging the appropriate licence, CB seconded and all governors were in agreement.</p> <p>JE advised that a letter has been received from the NUT advising 67 teachers at ECC will be balloted on 23.05.16 for discontinuous strike action.</p> <p>PSC (Person with Significant Control) this is a new rule which does not apply if the Academy has four Members or more as each Member would not have more than 25% voting rights. ECC has more than four members and therefore is not caught under this requirement. Trustees are generally exempt (except where the individual is also a Member and the number of Trustees/Members is 3 or less).</p>	<p>MS to advise Accounts</p>
<p>2980/14 Risk Register</p> <p>(a) Items to be considered for inclusion in Risk Register</p> <p>None.</p>	
<p>Meeting went into Part II</p>	