

ST DOMINIC'S SIXTH FORM COLLEGE



Minutes of the Governing Body of St. Dominic's Sixth Form College held on Thursday 25th March 2021 at 6.00pm via Teams

Foundation Governors	Tenure	Att	Other Governors	Category	Tenure	Att
Mrs Honor Beck (<i>HB</i>)	01.09.18-31.08.22	Y	Mr Andrew Parkin (<i>AP</i>)	Principal	01.01.13	Y
Ms Maura Coumbe (<i>MC</i>) Safeguarding/Prevent Governor	01.01.19-31.08.23	Y	Mrs Susan Firth (<i>SFi</i>)	Staff	01.09.18-31.08.21	Y
Sister Karen d'Artois (<i>KdA</i>)	01.05.19-31.08.22	Y	Mrs Edel Kinsella O'Brien (<i>EKO</i>)	Staff	01.09.18-31.08.21	N
Mr Noel Feeney (<i>NF</i>)	01.01.20-31.8.23	Y	Mrs Sylvia Farooqi (<i>SFa</i>)	Parent Governor	01.01.20-31.08.21	Y
Mr Patrick Freely (Chair) (<i>PF</i>)	01.09.18-31.08.22	Y	Mr Paul Lorenzato (<i>PL</i>)	Parent Governor	01.01.20-31.08.21	N
Mr David Martin (DM) H & S/Whistleblowing Governor	01.04.17-31.08.21	Y	Miss Jeea Chadha (<i>JC</i>)	Student Governor	01.01.20-31.03.21	Y
Mr Christopher Moseley (<i>CM</i>)	01.09.18-31.08.22	Y	Mr Cathal Doherty (<i>CD</i>)	Student Governor	01.01.20-31.03.21	Y
Mr James O'Flynn (<i>JO</i>)	01.09.20-31.08.24	Y				
Ms Anne O'Shea (Vice Chair) (<i>AO</i>)	01.09.18-31.08.22	Y				
Mr Neville Ransley (<i>NR</i>)	01.11.20-31.08.24	N				
Mr Ian Rogers (<i>IR</i>)	01.09.17-31.08.21	Y				

In Attendance: Ms Nicola Walsh (*NW*) Vice-Principal
Mrs Susan Jacobs (*SJ*) Clerk to the Governors

Observers: Marcia Taylor (*MT*)
Mitul Matthews (*MM*) Incoming Student Governor from 1st April 2021
Juliette Nola (*JN*) Incoming Student Governor from 1st April 2021

PF welcomed all to the meeting and led with a prayer.

1650 Apologies and Welcome

PF introduced MT who had been invited as an observer with a view to becoming a governor. MT explaining her background and stated that she would like to give something back because of the

wonderful experience her son had in College and referred to the amazing community.

MM and JN were observing and will be starting their roles as student governors from 1st April 2021.

Apologies had been received and noted from EKO, PL and NR.

1651 Declarations of Interest and Register of Business Interests

There were no declarations of interest at this meeting.

1652 Notification of Items of Other Urgent Business

None received.

1653 Minutes of the Previous Meeting 10th December 2020

Paper A, minutes of the FGB meeting 10th December 2020 were agreed as a correct record and will be signed by the Chair.

1654 Matters Arising from Those Minutes

1. Item 1633 (4). AP reported that the A Level retakes produced a mixed set of results, some students had done better, others not. Further information will be presented at the summer FGB meeting on 1st July 2021.

Currently there is a national consultation regarding whether there will be a re-run in October 2021, no final decision has yet been made.

2. Item 1634. The Chairs of Committees meeting that was going to look at the Code of Good Governance has not yet been convened due to the current Covid situation. It was proposed this be itemised at the next Strategy session.

3. Item 1635. AP reported that the concert event that was scheduled for 24th June 2021 has been postponed this year due to the continuing regulations and difficulties around social distancing. This is a live broadcast event, the BBC could not guarantee they could fulfil its obligations and a date has been proposed for 30th June 2022.

4. Item 1639. It was confirmed that the work on the boilers will start in May 2021.

All other actions have been completed.

1655 Student Executive Report

CD and JC gave a ppt. JC reported on the lockdown and coming back into College, the transition went well but there are obvious learning gaps. Remote learning had been better in some ways, there was less conversation so lessons and coursework was more focused. The teachers have been amazing and JC had felt super supported, both with her studies and pastorally.

Lateral Flow Testing had been good, approximately 1200 consent forms had been signed, most students are happy to be back, JC thanked the SLT for providing clarity .

St Luke's Charity funding continues. JC had been invited to broadcast live on Newsnight, which she did.

CD thanked AP and the other staff, it had been a learning curve and an opportunity to be independent. Staff did everything that was asked of them and everyone did a really good job.

JC read out what she had experienced during her time at College. It has been difficult due to events in the last 12 months but she has enjoyed every second, would cherish the experience and thanked everyone for the amazing experience.

CD stated that when he joined as a student governor he did not know he would be doing something like this and was grateful for the opportunity to participate in the professional side of education. The College is leaps and bounds ahead of others, the College has coped really well especially with setting up lateral flow tests and home kits. CD will be sad to leave, it has been a great experience.

PF thanked JC and CD and was pleased they had gained something positive from the governor experience, governors had enjoyed their contribution and hope they can put their experience to good use.

1656 Principal's Report to Governors – Spring Term 2021

AP thanked JC and CD and all the student executive for their sterling work.

AP gave a ppt. The staff and students have returned, this had gone smoothly, everyone is really busy preparing for examinations.

AP showed governors photographs of the new art rooms, the work had gone really well. The Hume Building refurbishment will begin when college breaks up for Easter and is scheduled to continue until week beginning 2nd August 2021. The contractors have been excellent so far.

AP outlined other projects; moving offices to create more 1:1 space for Tutors in C301 and an Assistant Principals office created. Spanish and French rooms and two Maths rooms will be relocated, new boilers in Catherine Building and outside seating areas provided.

Future plans for summer 2022 are - reconfigure the Hume basement, refresh the top floor of Catherine and in Summer 2023 the middle floor of Hume, there is lots of office and admin space there that could be re-planned. For Summer 2024 - redesign of the canteen and food facilities.

10 students have received Oxbridge offers, three of these are on the Student Executive. AP thanked the Executive who have coped admirably and been supportive. The new Student Executive have met this week, take up their roles on 1st April 2021 and will be organising a staff sports day.

AP explained the £7k grant from the Lottery Heritage Fund for a history exploration of the foundations of the Watchtower. There had been a dig before lockdown and pieces discovered. The site is of historical interest and linked to the Armada and Civil War. Funding will be used as per the bid application.

Attendance is amazing, currently at 96.6% and been as high as 97.1%, a real improvement on last year. AP stated that Julie Cope is leading on this.

An anniversary of lockdown had taken place on Tuesday 23rd March, all on site observed a minutes silence. AP showed governors pictures of Chapel and tributes therein.

JC, the Student governor had appeared live on Newsnight on 23rd March and spoken to Emily Maitlis.

2021 staff changes were reported. Assistant Principal interviews had taken place in March for four posts, two internals and two externals were appointed for September 2021. The two externals had visited College on 25th March 2021. There will also be a new Head of Geography, a Sociology teacher and a part time Mathematics teacher. Pending posts are in Physics, Biology and Economics. There will

be some internal appointments, the staff profile will be similar to this year.

Lateral Flow Test uptake is high at 96%, 3000+ kits have been used or allocated, this is well above other institutions and was part of the reopening process; student support has been superb. So far there have been no positive cases reported.

Academic timetable is fully at pace and has been circulated. The time frame for assessments, examination, moderation and submission by 18th June is tight. Year 2 process starts on 26th April and to formalise and sign off the grades is a massive piece of work.

AP explained the differences between 2020 and 2021, most subjects had a 15% increase of grades in 2020 and it is expected this will be more this year, there is a robust system in place and the model presented will be followed. Students have been informed of the topic areas, all are doing two papers, they are working incredibly hard and making full use of the library.

SJ will organise a Chairs of Committees meeting in early May so AP can update on progress.

AP referred to *Paper D*, CAGS report from Paul Higginson dated 29th September 2020. The difference this year is that there will be an appeals mechanism, students can appeal directly and enact a technical check request, the College can then put in appeal to the awarding body and submit evidence, they then decide. AP queried how this would be managed if lots of students around the country submit appeals. The College is expecting more appeals this year than last, it is hoped that nationally a pragmatic approach is taken to avoid as many appeals as possible.

Dates for publication of results are 10th and 12th August, this could be problematic regarding GCSE results and the new intake. There could be an institutional risk, a lot of staff will be on holiday, further consultation about autumn examinations are ongoing, staff have been superb planning and focusing on testing and examinations. AP hopes that the guidance is clear so that integrity and honesty are transparent by using the language of the new TAGS, there is lots to do before 18th June.

St Luke's Hospice continued to be supported. NW has done a great job, many staff participated in a recent fundraiser.

AP stated that since 23rd November no-one had been on site until College re-opened again, students have had only 12 weeks of face to face teaching since the start. The level of disruption is more significant now and the impact will continue for the next two years.

AP referred to *Paper B*, his written report, there were no questions to this.

AP referred to *Paper C*, a report from Glynis Bradley-Peat (College Improvement Partner) on 12th February 2021. NW, Craig McDonagh and GBP had attended remote drop ins. GBP acknowledged the efforts of staff who had been teaching a full timetable. The report will go on file for a future Ofsted inspection.

AP referred to the Quality Improvement Plan as out of date mainly due to no external examinations taking place. The latest update was in January and governors had received the information. It was noted that in the Leadership and Management section the SLT had worked hard to keep everything on track, it was harder due to the further lockdown.

AP pointed out that *Paper D*, the report on the CAGS had been a useful document. PF asked if staff would be needed for appeals and whether PH who wrote the report could be brought in as a consultant during the results period. AP replied that the SLT will look at this suggestion,

acknowledging that adding capacity would be important.

1657 **Report of the Chairs of Committee**

1. Minutes of the meeting of 31st December 2020 (*Paper E*)
2. Minutes of the meeting of 9th February 2021 (*Paper F*)

PF reported that these were ad hoc meetings called during the Covid period, *Paper E* was relevant at the time but was superseded by the lockdown. *Paper F* gives information about preparing to open on 8th March, details of which are covered in AP's report. PF was pleased to hear that there were no positive cases to date.

1658 **Report of the Quality and Standards Committee of 19th January 2021**

Paper G, minutes of the Q&S meeting had been circulated. SFi and JO gave a summary of topics covered; deep dives in Philosophy and RS; mock results overview; ALPs forecast and online learning.

AP reported that there is no information on when full Ofsted inspections will resume or how they will operate. There is no examination data, and a question of how will value added be measured, and what adjustments to the framework might be forthcoming. There had been an external review in November 2020 following the introduction of the new framework; this September will be the 15th academic year the College has not been inspected.

SFi reported that 1:1 support continues; Oxbridge students had a mock online interview. NW reported this had been stressful for students, staff ensured they had the resources and equipment and it was managed well.

SFi referred to just 13 students that had not taken the December examinations: the 1st year will have predictor examinations in June.

1659 **Report on the Catholicity and Curriculum Committee of 2nd February 2021**

Paper H, minutes of the C&C meeting had been circulated. AO reported that she was pleased to welcome two new student observers. There was a Mathematics presentation; numbers taking Maths and Further Maths are extremely healthy.

Departments are busy with online learning and enrichment. Glynis Bradley-Peat was fulsome in her praise of students. Helena Shaw shared the Core RE programme, the Student Executive had looked at the RSE policy. A Chaplaincy report was received from Dominic Cunliffe; there is no Friday Mass, instead a recorded link is sent. Governors have access to liturgies A student survey on whether they would be interested in Sociology was noted. Two new Directors of Learning have been appointed, and an extra day of counselling added.

There was a Friday Mass last week. AP stated it was difficult to get priests to visit but Fr Toby did attend. There are weekly reflections every Monday morning.

1660 **Report of the Search Committee of 9th February 2021**

Paper I, minutes of the Search Committee had been circulated. PF reported that Paula Eavis had stepped down, there will be new Student Governors starting 1st April. Paula Aubrey, who came to the last FGB meeting as an observer was unable to pursue her application as a Foundation Governor. IR and DM's terms are coming to an end on 31st August, both are willing to stand again. SJ will organise their re-appointments.

PF stated that it was reported at Search that he was standing down as Chair of Governors, he has been Chair for more than 12 years. DM indicated he was prepared to stand. AO was asked and replied she

could not commit. This will be kept under review.

SJ reported that she had attended the Clerk's Conference in January and there is a shift in how meetings could be conducted, for example committee meeting online and FGBs face to face, this to be discussed at the next FGB meeting. SJ to itemise.

1661 Report of the Finance & General Purpose Committee of 9th February 2021

Paper J, Minutes of the F&GP meeting had been circulated. DM reported a very good financial position. There are funds available for projects. The pedestrian gate has been installed and the site is secure.

There was discussion on reduction of RC learners and the impact of decreasing Catholic numbers on roll. PF & AO attended a Chair's meeting hosted by the Diocese which included reference on this matter. AP has a report of this and will circulate at the next F&GP meeting. Numbers are significantly down, AP gave some examples of local school situations. AO stated this was replicated in all Local Authorities and gave examples. KdA asked if it was due to Brexit. It is believed that many are moving out of London or returning to their own countries because of Covid. HB reported that her school is around 75% Catholic but in others numbers are fluctuating. PF stated it would be useful to see the report at the next FGB.

Paper K, Management Accounts had been circulated. TC reported on the good state of financials, and being £70k up on budget, after costs there will be a £53k positive.

AP has just received information about a NAHT support staff pay rise from 1st May 2021, this should not unduly affect the budget.

1662 Governor Visits and Attendance on Courses and Conferences

(i) Mathematics (*Paper L*); (ii) Music (*Paper M*); (iii) Art (*Paper N*); (iv) Drama (*Paper O*); (v) History of Art (*Paper P*); (vi) Chemistry (*Paper S*); (vii) Physics (*Paper T*); (viii) Biology (*Paper U*) had been circulated and noted.

MC has completed a safeguarding visit with Julie Cope and Mark Gibson.

No courses recorded at this meeting.

1663 Any other business

AP has received a copy of The Parliamentary Review publication, featuring an article on the College by AP. This was supposed to be published at the end of the Anniversary Year and had been delayed. AP will send a copy to governors

SFa asked if there had been a threat of or any legal action regarding the CAGS last year and how does or would the College respond. AP stated that this had never happened, the College engage Blake Morgan (a law firm) who provide a very good service. This year there should be an appeal mechanism in place.

1664 Date of next meeting

Thursday 1st July 2021 at 6 pm.

1665 Meeting dates for Academic Year 2021/22

Draft meeting dates had been circulated. AP and SJ will meet after Easter to finalise.

Parent governors, Student governors, MT and staff left the meeting.

The meeting closed at 7.40 pm

Signed Date
Chair of Governors

Actions from FGB Committee 25th March 2021

No.	Comments	Responsibility
1656	<i>SJ to convene a Chairs of Committee meeting May 2021</i>	<i>SJ</i>
1660	<i>SJ to organise IR and DM re-appointments</i>	<i>SJ</i>
1660	<i>SJ to itemise structure of meetings for 2021/22 at the next FGB</i>	<i>SJ</i>
1661	<i>AP to make available the Diocese Report at the next F&GP meeting</i>	<i>AP</i>
1663	<i>AP to send a copy of a Parliamentary Review to governors</i>	<i>AP</i>
1665	<i>AP and SJ to meet after Easter to finalise meeting dates</i>	<i>AP/SJ</i>