



## MINUTES OF THE LGB CATMOSE COLLEGE MEETING

THURSDAY 10 OCTOBER 2019  
AT CATMOSE COLLEGE 5PM

### Present

Judith Gilboy (Chair), Stuart Williams (Principal), David Evans, Emma Gautrey, Chris Howard, Craig Keady, Gary Marsh, Simon Mellors, Alex Mould, Rob Mulvey, Martyn Rhowbotham, Briege Slattery.

### In Attendance

Alice Beckwith, (Vice Principal), Alex Emmerson (Vice Principal), Claire Pugh, (Vice Principal), Sheryl Wilson, (Clerk).

#### 1. Welcome, introductions and apologies for absence

Apologies for absence were received from Andrew Holt and Clive Nørgaard Morton.

#### 2. Declarations of Personal Interest and Pecuniary Interest

David Evans declared that he is a Trustee of the Rutland Learning Trust.

#### 3. Minutes of the meeting held on Thursday 11 July 2019

These were agreed to be a true and accurate record and were signed by Judith Gilboy as Chair.

#### 4. Matters arising from previous minutes

None.

#### 5. Election of Chair and Vice Chair

Following an email sent to governors on 29 August in which expressions of interest were invited for the positions of Chair and Vice Chair, Andrew Holt was nominated as Chair and Emma Gautrey as Vice Chair. These appointments were unanimously approved by those present.

#### 6. Clerk's Business

Nick Wainwright (Federation Member, Resources Committee and LGB Catmose College), and Mark Nicoll (Co-opted Director) have resigned from their respective positions. Simon Mellors has agreed to stand as a staff governor for another term of 4 years. No other staff have expressed an interest. Governors confirmed this appointment to staff governor.

There is a new format to the agenda which will detail what papers will be available in the meetings. All papers will be loaded onto the VLE portal for governors to read prior to meetings. The agenda will also include forthcoming dates of interest.

Safeguarding training will take place at the next meeting.

## 7. Update from Resources

Rawlinsons Accountants provided a comprehensive report to the Resources committee which referenced the Federation is currently in a good stable financial position. Trustees have agreed to pay £10,000 each to the Rutland Learning Trust and Catmose College in lieu of management time for the Rutland Teaching Alliance. Next year it is expected there will be an in year deficit, partially due to the fact that the pay award for teachers is 2.75%, schools are expected to fund the first 2% from their existing budgets and the additional funding is only to cover the remaining 0.75%.

Harington School has broken even for the first time in-year, and from this academic year it is oversubscribed.

## 8. HR Scorecard

A printed copy of the scorecard was circulated to governors which detailed recent appointments and current vacancies across the Federation.

## 9. Transformation Plan

Stuart Williams introduced the Vice Principals and explained their roles and responsibilities which feeds into the different areas of the Transformation Plan. When writing the Transformation Plan, information is gathered from the parent and student surveys, lesson observations and results. It is an open transparent document, which is shared with staff and published on the website, once agreed by the governing body.

### Behaviour and Safeguarding update

Claire Pugh provided an update on behaviour and safeguarding and advised there were concerns with some students in Years 9 and 10. Intensive support has been provided to this group of students, and the College has worked with outside agencies to address the issues in the community.

**Question: How effective is input from outside agencies?** The College works closely with the Local Authority in order to support students; input is given by social workers and Early Help to provide mentoring and counselling sessions.

### Attendance

There are a few complex cases, which is affecting student attendance (96%). A governor commented that pupil premium students were doing well in terms of attendance.

Following research and feedback from students, it was decided not to operate a ban on mobile phones but to state that students can use their phones in places where they can eat and when staff give permission.

**Question: What support do staff get?** Stuart Williams advised that staff are invited to attend the Continued Professional Development (CPD) training sessions which are scheduled throughout the year, this includes training on systems, policies and procedures. Support is also given via Team Leaders, mentors and SLT members.

**Question: Is there an official programme for supporting good behaviour in the College?** Claire Pugh explained that students are awarded house points, and for something exceptional a commendation from the Principal. Students can earn badges, such as subject ambassador, house captain or, if they done something related to an extra-curricular activity. Recently, badges have been given to students who have worked in the community and through the Duke of Edinburgh's Award students gave 5000 hours of work in the local community. There are also strategies in place for students to avoid poor behaviour. The Behaviour Management Policy covers the approach in more detail.

### Teaching and Curriculum

Alice Beckwith gave a presentation on teaching and curriculum and the changes required in line with the new Ofsted framework. Lesson observations are judged in the following categories; intent (what the curriculum plan is) implementation (teaching measure), impact (outcomes, marking) and behaviour (judgement).

Subject reviews will also feature this year. In the first instance, the Vice Principal responsible for that subject area will meet with the Team Leader to discuss the subject intent. Work scrutiny and lesson observations will then be carried out on all members of the team, followed by a conclusive report.

There were 20 new starters in this academic year, all of which were invited to attend a two week induction at the end of Term 6. During Term 1, further training included 3 shorter twilight sessions, focusing on behaviour and systems. New starters will buddy up with a mentor and for teaching staff their first lesson observation will not be judged, it will be used for coaching and feedback.

Performance reviews will include a measureable target linked to the development of the curriculum in all teams. Teaching staff are also encouraged to become examiners.

**Question: Do you share the College's good practice on how to achieve results with other schools?** Alice Beckwith confirmed she had been approached through the RTA to assist with history and senior leaders from Oakham School are due to visit to review the College's behaviour strategies.

### Outcomes

Alex Emmerson gave a presentation on the outcomes for 2018-2019 and stated the results were positive with a progress 8 score of +0.54, (national average is 0) which was higher than the previous year and demonstrated that students performed well in English and maths (+0.54), and the EBacc (+0.62). Disadvantaged student performance was very strong (+0.34).

**Question: Compared to other local state schools, was the College below the percentage of students that gained a 5+ in English and maths?** The attainment of the cohort was low prior to attending the College, however students left with results above the national average. Stuart Williams explained how Progress 8 is calculated, and how Ebacc and Open Baskets are contributing to the overall figure.

**Question: Are some schools taking simpler subjects to influence the overall Progress 8 figure and if this is the case, what can the College do about it?** The government has got wise to 'gaming', for example the European Computer Driving Licence (ECDL) course is no longer valid. Some schools have moved the focus to the next qualification. Catmose's approach is to offer relevant courses for students, however a cost is associated with this option. Nationally, Modern Foreign Languages is declining and nationally students tend to achieve one grade lower than that of other subjects. Schools should look to move towards the government target of 75% of students taking the Ebacc qualification (the College is currently at 17.2%). Following a review of the science provision, some foundation level students are taking the synergy course. A Scrutiny Panel on the synergy course will be undertaken later in the year.

Stuart Williams referenced that the Biology results were the weakest in the College, factors contributing to this were staff on maternity leave and errors in the tier of entry. Science is now line managed by Stuart Williams.

**Question: Is the Progress 8 score the main metric that schools are measured against?** Stuart Williams confirmed this was the case, however the new Ofsted framework is reviewing the curriculum offer and the appropriateness for students.

## 10. DSP Specification

Stuart Williams outlined the provision of the DSP within the College. Up to 25 students with additional needs can apply for a place, if the College is able to meet their need. This has been an ongoing arrangement with Rutland County Council for the past 20 years and the contract was last reviewed in 2012. Kevin Quinn at RCC is reviewing SEN provision across the county and the new proposed specification was circulated to governors prior to the meeting. The Chief Finance Officer and SENCO have reviewed the document and suggested amendments prior to the agreement being brought to governors. Stuart Williams asked the governors for delegated approval of the proposed agreement and this was unanimously agreed.

## 11. Policies for approval

The following policies were circulated ahead of the meeting and were formally ratified:

- Admissions 2021
- Careers Education and Guidance
- Vocational Course
- Child Protection Policy (A governor queried the wording regarding the number of safeguarding records held (11.2). The policy wording will be amended to: - safeguarding records are kept by the DSL, which reflects the practice.

**Question: Is there any pressure to change the Admissions Policy as the College is oversubscribed?** Stuart Williams confirmed that the Local Authority have discussed the possibility of increasing the PAN to 30 per year group, however the College would want to secure the funding arrangement in writing before committing to further work.

## 12. Stuart Williams' PR document

This document was distributed to governors prior to the meeting.

**Question: Who sits on the panel to review the Executive Principal's performance review?** Stuart Williams confirmed there are three trustees, and an educational advisor on the panel. It is then submitted to the Resources committee for approval.

## 13. A.O.B

**Question: Are there plans to build a new primary school within Rutland?** Stuart Williams confirmed that the Local Authority has undertaken some work in this area with a 5 year projection. The study concluded that there are places available within Oakham primary schools, even though Catmose Primary is over-subscribed, therefore there is currently no plan to build a new primary school.

The meeting closed at 7pm.

### Date of next meeting

Thursday 5 December 2019 5pm, Catmose College

### Diary Dates

Scrutiny Panel (subject TBC)

Thursday 5 December 2019, 10.30am

Presentation Evening

Wednesday 20 November 2019

Christmas Concert

Wednesday 18 December 2019, All Saints' Church