

Cowes Enterprise College
Local Governing Body Meeting
Date: Thursday 24th March 2022
Time: 3pm
Location: Teams

Governors

Ken Lloyd	KL	Chair - OAT Governor
Rachel Kitley	RK	Principal - Governor
Jonathan Burt	JB	Parent Governor
Nigel Harley	NH	Community Governor
Emma Heathcote	EH	Community Governor
John Irvine	JI	Community Governor
Robin Price	RCP	Parent Governor
Rachel Richards	RR	Community Governor

Apologies

Rob Pritchard	RP	OAT Governor
Tom Harding	TH	Assistant Principal
Richard Marinelli	RM	Business Director
Mark Palmer	MP	Vice Principal
David Sanchez-Brown	DSB	Assistant Principal

Attendees

Jemma Harding	JH	Vice Principal
Hazel Walker	HW	Assistant Principal
Jill Wareham	JW	Clerk
Vicky Wells	VW	Vice Principal

Quorum is 4

Minutes

Part	Key: Decisions, Actions, Support, Q: Governor questions, AP: Action Point	Actions
1	Welcome	
1.1	KL welcomed everyone to the meeting. He noted that KJ had now stood down as staff governor and that a replacement was being sought. The meeting expressed their appreciation for KJ's work and contributions to the FGB.	
2	Apologies for absence	
2.1	Apologies were received and accepted from RP.	
2.2	Apologies also received from TH, RM, MP and DSB.	
3	Declarations of interest and confidential business	
3.1	There were no interests declared and no confidential business notified.	
4	Minutes and Action Points of the meetings 27th January 2022	
4.1	AP1: RM can get the census data and will circulate after the meeting.	
4.2	AP2: JH is putting together case studies to show successes for LAC.	JH
4.3	AP3: JW to send the Success Centre Case that went to the SPB to all governors: Completed.	
4.4	AP4: Staff survey to be an item on the next LGB agenda. See agenda item 11 below.	
4.5	AP5: KL asked governors to email him with any comments about the meeting: Completed.	
5	Verbal report from SPB meeting of 21st March 2022	
5.1	The SPB meeting did not happen due to illness and was conducted as a virtual meeting. Questions were requested which were sent to staff for responses. JW to type up the SPB as minutes showing the reports addressed, questions posed, and answers.	JW
6	KPI Report including	
6.1	Year 11 progress. VW reported that the data in the table is fresh from Year 11 mock exams and increases or decreases are shown by arrows next to the percentage figures. Year 11 prediction is now 0.1	

	<p>which has been updated with science data. 50% of all students are predicted to be on target Grade 5+. Boys group have improved, continue focus on SEND students, interventions are based on each student's needs, there are wide ranging interventions in place including Mytutor taking place during school day, after school day and during the Easter holidays. Subjects making the most progress are listed from the top. Combined Science and Physics triple have improved. English is still a huge priority.</p> <p>Q: Comparing this with 2019 results, pandemic in between, are these good or bad as targets set compared with other OAT academies or other schools?</p> <p>A: Our mock exams were marked against 2019. RK had spoken to Nick Hudson, CEO of OAT who was unable to comment about what it looks like across OAT academies or nationally as unable to compare these results with before the pandemic. CEC has decided not to change the targets. Grade boundaries are likely to be more generous. CEC children are improving and rapidly in Year 11. Year 10 progress.</p> <p>6.2 VW advised that Year 10 have completed mini mocks which were done in class and is most interested in seeing where there are gaps. There is a similar gender gap as Year 11 and concern with disadvantaged gap which is about one grade difference. SEND compared to headline figures looks encouraging, although there is a gap, it is small. PE and Spanish are both a concern and have quite large cohorts. There are interventions for all year groups, Year 11 is the target group at the moment. Safeguarding and racial incidents.</p> <p>6.3 JH is reporting as previously whilst OAT develops a consistent method of reporting. JH's biggest concern is self-harm incidents which is not dissimilar to what is happening elsewhere. CEC has invested in a wand to protect staff when screening students. The latest craze is taking the blade out of pencil sharpeners. To mitigate all sharps in classes are put away and risk assessments are in place. CEC is working with agencies to support young people. Consultation with Child and Adolescent Mental Health Services (CAMHS) is on a monthly basis on how to support young people and parents. They have put together useful information and also looking at developing workshops in line with the Youth Trust. JH reported that police are concerned about children sharing indecent images of each other; the dangers of this are covered in E1M curriculum. Personnel.</p> <p>6.4 Staff absence is high, there were 27 staff off this week with Covid which proved very challenging. RK congratulated JH on gaining Deputy Headteacher post at Ryde School and Upper Chine leading boarding and pastoral across the whole school, JH will be leaving at the end of the summer.</p> <p>Q: What is the situation when dealing with staff who are asymptomatic who have a positive Covid tests, are they self-isolating?</p> <p>A: OAT has a policy in place which states that they cannot return to school until they have two negative tests.</p> <p>Q: Is that for staff and students?</p> <p>A: Yes, but children have not got tests although high absence rates suggest regular testing.</p> <p>Q: What is CEC's view of the loss of free Lateral Flow Tests (LFT)?</p> <p>A: CEC have got some LFTs and are trying to get some more before they are charged for. Finance.</p> <p>6.5 In the absence of RM, NH reported that the Finance Group met on 21st March 2022, the current budget position is better than expected, it is anticipated that there will be a small surplus at the end of the year and does not have concerns about next year's budget. The meeting noted the financial reports and spreadsheets provided.</p> <p>Q: Is CEC getting money from OAT for energy saving devices?</p>	
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6.6	<p>A: RK advised that there will be additional government funding for all schools for support which will go towards increased energy costs and there is a bid in for solar panels to be placed on the roof of the Winder centre which OAT will fund if successful. The bid is supported by regional director, and it is hoped that CEC will be picked as a pilot school. By using solar energy, there will be big savings in energy costs which can be used to improve more energy saving areas such as replacing all lighting with LED lighting; it is hoped to move closer to being carbon neutral.</p> <p>Q: Where solar panels will be producing during summer holidays, could CEC sell this to local people (e.g. Northwood House), rather than feed into the national grid?</p> <p>A: KL could put CEC in touch with someone to give advice, JI advised there is a local consultant on the island.</p> <p>Year group numbers.</p> <p>Q: Has there been work done to see why students are leaving 6th Form?</p> <p>A: RK advised that 11 students from Years 12 and 13 have left since the beginning of the year. Student voice has been carried out, see appendix 11ii, which has an action plan to deal with the issues raised.</p>	
7	<p>One-page Self Evaluation (SEF) and Academy Improvement Plan (AIP)</p>	
7.1	<p>RK advised that she had produced a one A4 page summary SEF of where the academy is and broad targets which then feed into the AIP. This will be useful for governors and staff to have to hand when Ofsted visit. During the process of this exercise RK has revised the Personal Development to outstanding as there is good robust evidence to substantiate it.</p> <p>Q: Is the intention to update every meeting or annual?</p> <p>A: The SEF is published annually but reviewed about every 6 months to see if there have been any changes.</p>	
7.2	<p>RK advised there is a one-page AIP which shows the overview in circles. The one produced for the meeting shows each programme heading on one page e.g. Excellent Education, then the actions are listed below. The tables do not include the tasks identified to complete the actions. Governors thought it was very clear. It also gave opportunities for challenge and questioning and holding the SLT to account at meetings. The summary AIP will be reviewed annually with termly updates to governors.</p>	
8	<p>Principal's update</p>	
8.1	<p>JH is leaving at the end of the year, governors congratulated her and wished her well.</p>	
8.2	<p>This meeting is likely to be the last meeting for VW before going on maternity leave, governors wished VW well.</p>	
8.3	<p>Recruitment is going well. Have appointed a DT teacher, Director of Learning for Languages, two TLR responsibility positions in Maths, Mark Palmer will be staying for a second year secondment, Hazel Walker has been appointed Vice Principal against very strong field of candidates. There are still vacancies including SLT which would be advertised shortly after she had done some work on roles and titles.</p> <p>Q: Are those teachers relocating?</p> <p>A: Some are island based, some from mainland, some from abroad, some are new teachers who have benefitted from the work that VW does developing Early Career Teachers (ECT).</p>	
8.4	<p>Governors welcomed this news as last year CEC was struggling to recruit.</p>	
8.5	<p>6th form leadership recruitment has also gone well, two head students have been appointed and a full 6th form team appointed from Year 12. This will tie in with OAT national student body.</p>	
8.6	<p>It has been a tough time in relation to Covid and staffing.</p>	

8.7	CEC is returning to a more flourishing and thriving time. A fantastic EPQ 6 th form evening was held. RAs are in place which allows trips to go ahead including the whole of KS3 working at CECAM about maritime futures, Year 10 going to the Globe theatre, etc. Maritime futures. CEC has secured £100k in funding to develop the curriculum with other schools and internally. A change to SLT is a secondment of TH to Vice Principal position for maritime for one year. CEC is working with four schools on the Humber plus other schools. CEC	
8.8	is close to securing funding to work with 20 schools next year. CEC was nominated for a national Maritime Futures Award and won the award in recognition from the Maritime Industry.	
8.9	RK was asked by OAT to do presentation to counterparts across OAT about meeting time and	
8.10	CPD. RK presented to all principals on how CEC reduces exclusions successfully. OAT asked RK to write case study about leadership to be included in Steve Munby's (internationally renowned) latest book. KL congratulated RK for this as it is a real accolade.	
17	Recommendations to the LGB from the Admissions Committee meeting held on 21st March 2022.	
17.1	RR advised governors that the Admissions Committee had met on Monday to discuss and recommend three items for the LGB to approve.	
17.2	Updating Terms of Reference of committee to include meetings to be scheduled throughout the year. Governors approved the updated Admissions Committee Terms of Reference.	
17.3	CEC had been informed by the LA that two students who were out of their normal age group had been offered places at CEC for Year 7 in September, these children had not followed the process detailed in the Admissions Policy. Q: Is this an exceptional year for applications from children out of their normal age group? A: No, but there are thought to be about 40 coming through in a couple of years. Governors approved the admission to Year 7 in September of the two children out of normal age group.	
17.4	The LA has asked CEC to take extra students as there are about 60 students who were late applying and there are no places available in any schools for them because of the reduction in PANs. CEC already has 210 places filled with about 20 on the waiting list. RK explained that if children are on the waiting list, they can be offered a place up to 31 st March, after that date CEC cannot take children from the waiting list. CEC has offered to take 7 additional children from the waiting list to assist the LA. These children will have been offered a place at another school but want to come to CEC. Q: Will taking more children cause difficulties in staffing and resources? A: One extra child in each class will be manageable as part of a strategy to find places for all Island children. Last year the LA wanted CEC to take 30 more which would have had a severe impact. Governors wanted to understand the LA strategy and how secondary schools PANs would meet this bulge and future years bulges. Governors noted that the Admissions Committee had suggested some actions for the LA to consider. They registered concerns about the procedures for admission of additional children to CEC, which needs to be urgently resolved.	RR/KL
9	Annual review of publication of equality information & objectives Review the academy's FBV statement and curriculum in place to support the equality objectives and Prevent agenda.	
9.1	RK advised the Equality report had been updated from last year. The strategy has not changed as targets are long term and work continues at pace.	

9.2	<p>Q: Why does the report shows target % KS4 pupils graded 5+ for both English and maths at 58% but in the KPI report it shows 50%?</p> <p>A: RK advised the targets in the Equality report were aspirational on guidance from OAT. The Equality report contains broad four year targets, the KPI is this year's post covid target.</p> <p>Governors approved the Equality information and Objectives be published.</p>	
10	<p>Curriculum Focus - How is our curriculum designed to ensure students are supported to grasp 'tricky' concepts?</p>	
10.1	<p>VW advised this was a new document developed from the meeting with MP and RCP. The booklet has been produced to help support middle leaders, the aims are to have a curriculum that is inclusive, broad and stretching and can track from Year 7 to 11. There are examples of all subjects picking tricky concepts which came from middle leaders mapping them out. VW to work with RCP to plot out any more questions. Governors thanked VW for the presentation.</p> <p>This piece of work was part of triangulation between SLT, ML, teachers, student voice, results all the way through to GCSE results. Governors can ask questions when doing monitoring visits to teachers and students from these examples</p>	<p>VW/ RCP</p>
11	<p>Receive findings from staff survey</p>	
11.1	<p>RK reported that the findings were very strong for CEC against last year's results and OAT and national comparisons. The survey was sent to staff just before Christmas when there was a lot of absence due to Covid and work pressures so good to see such a positive result. The Action Plan's focus is about working conditions and wellbeing.</p> <p>Every single survey category was green, some responses below the headlines may not be green. Teachers main concern was overwork, TAs were not satisfied with appraisal, non-teaching staff said professional needs could be approached better, estates team raised CPD. OAT support staff appraisal policy and procedures is coming in this year which will address these areas. Teachers' concern about workload is a constant focus for SLT to support staff wellbeing.</p> <p>Q: Why have low scores being given about leadership dynamics not been addressed in actions?</p> <p>A: RK advised that a big focus in the AIP is building CPD so did not want to put in the action plan as it was being addressed.</p> <p>Q: Could a higher participation rate (49%) be an action to improve?</p> <p>A: It is statistically robust. Next year it could be done at a meeting to get a higher participation rate.</p> <p>Q: Are there any plans to input future the positives into recruitment plans/questions?</p> <p>A: Yes, that would be a good idea.</p>	
11.2	<p>The student voice feedback was attached for noting, this will be a regular agenda item as there are student voice meetings every half term with different students and different foci each time.</p>	
12	<p>Academy Strategic Plan Progress monitoring</p>	
12.1	<p>JW to send the Academy Strategic Plan progress monitoring paper to governors for information.</p>	<p>JW</p>
13	<p>Receive most recent Academy website audit from Head Office.</p>	
13.1	<p>RK reported this was the spring review, the audit is done termly by OAT. Everything that was flagged as amber, or red has been addressed.</p> <p>Q: Why is there a column coloured grey?</p> <p>A: This was where the autumn term was recorded.</p>	

14	Governor monitoring plan and visits			
14.1	There were no visits recorded by the time the papers went out.			
15	Review Training and Development Plan			
15.1	Governors noted the plan.			
16	Note following policies:			
16.1	DBS. Governors noted the DBS policy.			
16.2	Managing Allegations of abuse against staff. Governors noted the Managing Allegations of abuse against staff policy.			
16.3	Provider Access statement. Governors noted the Provider Access statement			
16.4	Policy dashboard. Governors noted the Policy dashboard.			
18	Review of meeting focus and strategic impact			
18.1	Focused agenda.			
19	Confirm dates of future meetings			
19.1	SPB	Thursday 5 th May 2022	1pm	
	LGB	Thursday 5 th May 2022	3pm	
	SPB	Thursday 30 th June 2022	1pm	
	LGB	Thursday 30 th June 2022	3pm	