

Cowes Enterprise College
Local Governing Body Meeting
Date: Thursday 27th January 2022
Time: 3pm
Location: Teams

Governors

Ken Lloyd	KL	Chair - OAT Governor
Rachel Kitley	RK	Principal - Governor
Jonathan Burt	JB	Parent Governor
John Irvine	JI	Community Governor
Karen Jupe	KJ	Staff Governor
Robin Price	RCP	Parent Governor
Rob Pritchard	RP	OAT Governor
Rachel Richards	RR	Community Governor

Apologies

Nigel Harley	NH	Community Governor
Emma Heathcote	EH	Community Governor
Richard Marinelli	RM	Business Director
David Sanchez-Brown	DSB	Assistant Principal

Attendees

Jemma Harding	JH	Vice Principal
Tom Harding	TH	Assistant Principal
Mark Palmer	MP	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	
	KL welcomed everyone to the virtual meeting.	
2	Apologies for absence	
	Apologies were received and accepted from NH and EH. RM and DSB also sent apologies.	
3	Declarations of interest and confidential business	
3.1	There were no interests declared.	
3.2	There was no confidential business.	
4	Minutes and Action Points of the meetings 2nd December 2021	
	Minutes of the meeting held on 2nd December 2021 were agreed, to be signed when able	
4.1	AP1: JH will provide an update on Enrichment at the next LGB meeting: See agenda item 7 below.	RM
4.2	AP2: RM can get the census data and will circulate after the meeting.	
4.3	AP3: The Safeguarding governor requested the list of training offered and undertaken: Completed.	
4.4	AP4: the safeguarding report to be deferred to the next meeting: See agenda item 5 below.	
4.5	AP5: MP to send JW the English action plan to forward to governors: Completed.	
4.6	AP6: RK will action the collation of 6 th Form club offers and take up for the next meeting: See agenda item 7 below.	
4.7	AP7: MP to send JW the link of remembrance event to forward to governors: Completed.	
4.8	AP8: Staffing and curriculum for next year to come to the next LGB meeting: See agenda item 10 below.	
4.9	AP9: VW presented the PP impact document at the last meeting (in the absence of AB) and will forward to AB to add to the document to be published: Completed.	
4.10.	AP10: KL will email governors regarding comments in the Chair's 360 review: Completed.	

4.11	AP11: JW to set up a system to agree what sort of meeting governors would like nearer the time of the next meeting: Completed.	
4.12	AP12: KL will evaluate the responses to the LGB annual review and email governors: Completed.	
4.13	AP13: findings from the staff survey by the end of term so will feedback to next meeting: See agenda item 11 below.	
5	Receive safeguarding report from Designated Safeguarding Lead and Safeguarding Link Governor	
5.1	JH advised she had met with RP, the safeguarding link governor, today for a safeguarding review.	
5.2	The annual report was for 2020-21.	
5.3	The key priorities for this academic year include training of 22 key staff on Mental Health First Aid and signposting for safeguarding.	
5.4	Over the Christmas holiday an automatic out of office response was put on all staff emails so the community were effectively signposted. The E1M curriculum contains signposting and students are given a 'credit' card to keep to hand with signposting information. The slogan 'If in doubt shout' remains in use. The website has been developed to support parents on digital safeguarding. Q: Is the report on an OAT template? A: Yes.	
5.5	Q: Changes in trends this year show in particular self-harm, is this a result of Covid? A: Self-harm has increased, probably as a result of lockdowns. CEC uses Mental Health Practitioners who are on site and JH has requested further training from the Hampshire team to make sure all staff are trained. JH is meeting with IoW Child and Adolescent Mental Health Service (CAMHS) to work together more positively and effectively with those young people.	
5.6	Online Safety Day is 8 th February. Internet Watch Foundation's aim is to remove all child abuse images from the internet; 74% of the images are self-generated and it is a rising problem.	
5.7	Q: There is a high number of referrals for self-harm, are children copying each other or are there other reasons? A: It is a disturbing trend, and it does seem to initiate copycat responses. The same used to happen with eating disorders. CEC makes sure it has a clear and consistent approach to work with families. Q: Are you covering self-harm in E1M lessons? A: Yes, JH has rewritten some self-harm unsafe behaviours into E1M curriculum.	
5.8	RP advised that although numbers are concerning it is a reflection of staff picking up on concerns. The judgement from Ofsted on safeguarding is either it is effective or not.	
5.9	Q: The Hampshire safeguarding report sent to governors recently had 20 actions on it, will governors receive responses to these? A: Yes, it is important governors are reassured on CEC safeguarding processes.	
5.10	CEC is battling against huge waiting lists and wait for services.	
6	Looked After Children (LAC) annual report	
6.1	CEC is the school of choice for LACs on the island and numbers have increased since last year. Some of these children have severe and complex background needs.	
6.2	Each child has a Personal Education Plan (PEP) which is created and tracked and may involve daily interaction with an Assistant Principal (AP) and/or Head of Year (HoY) and the Success Centre is being used quite effectively.	
6.3	73% are in line for expected progress.	

6.4	CEC receives £1600 for each LAC each year and a bid has been put into the Virtual School for personal tutoring in homes or in school.	JH
6.5	Attendance is up since last year; it was 40.6%, now it is up to 89.5%. JH is putting together case studies to show successes for LAC.	
6.6	Q: Northwood Parish Council raised concerns about admissions and LAC given priority over local children, is this a problem? A: CEC is one of three secondary schools on the IoW that can take LAC and we get more disproportionately which may need to be reviewed. These young people are a very vulnerable important group. Q: At what point does it become a problem and unsustainable for CEC? A: It won't harm CEC to take these children and it may help them.	
6.7	Q: Corporate parenting used to be governors' responsibility, is that still the case? A: JH thinks it is now only the Chair's responsibility.	
7	Enrichment Report	
7.1	JH advised that there is a lot of enrichment at CEC which includes clubs, after school clubs, and putting at the heart of the curriculum. Student teams led by JH, meet, produce action plans of yearly programs which feed into the AIP. Students are growing in confidence and are becoming mini ambassadors. Competitions entered include Stemfest where CEC were national winners last year and are entering again with a project on mental health and wellbeing called the 5 Ms. Boys in Yrs 8, 9 and 10 are a key focus to improve engagement. Governors thanked JH for all her reports and hard work in her areas.	
8	Verbal report from SPB	
8.1	RCP reported on the comprehensive SEND report from by LP and the actions for English in Yrs 8 and 11 to reduce attainment gap and a push for SEND students to join clubs. Local Authority funding has reduced for SEND which CEC governors will try to take issue with.	
8.2	Yr 11 interventions are in place following mock exams which include 53 students identified who have been given initiatives.	
8.3	Persistent Absence (PA) is an issue particularly for SEND students. LGB will have case studies to see how SEND PA can be reduced successfully.	
8.4	The Success Centre has been very effective evidenced by an excellent case study.	
8.5	Maritime Curriculum is also very successful.	
9	KPI Report	
9.1	VW reported Yr 11 progress from January mock exams showed boys, Pupil Premium and Special Educational Needs and Disabilities (SEND) students were not near the target of 0.08. There are mock exams again in February. Grade 5+ data shows have already met the target and exceeding with some. Science and English Literature are a concern, both have large cohorts.	
9.2	RK reported that Yr 13 shows the trend moving in the right direction. A Levels are looking stronger but Applied General needs to be worked on.	
9.3	Teaching & Learning. MP reported areas of strength included PE Deep Dive which identified positive T&L strategies and what needed to be done to improve. The SEND Deep Dive raised concerns about student passports being used consistently; the SENCo is working with staff and offering particular training including whole school training on dyslexia. Deep dives have been helpful with specialists carrying them out and identifying strengths and areas of development.	

<p>9.4</p> <p>9.5</p> <p>9.6</p> <p>9.7</p> <p>9.8</p> <p>9.9</p>	<p>MP continues the rewriting of the KS3 Drama curriculum. Drama is being taught as second subject by lots of teachers who are being supported with co-planning. A Consultant for RS and a member of staff are working on a new curriculum for September and new schemes of work are in being taught in Yr 7. MFL KS3 grammar/inclusivity focus underway following SEND review within MFL.</p> <p>Safeguarding. JH has produced a new format for reporting to governors, although this is likely to change as OAT is also reviewing. The area headed Sexual violence/abuse incidents includes sexualised language but also includes rape and touching, not necessarily happening in school. CPOMS has been adapted to accommodate different reporting. JH has regular meetings working with other agencies regarding safeguarding. Governors were reassured with the new way of reporting which will show trends over time and what was being done. Peer on Peer Abuse incidents are increasing locally and nationally. Anecdotally this has been caused by children who have not been interacting with other children during the pandemic. There is a lot of work through the pastoral system about how we re-relate and care about each other.</p> <p>Exclusions. The figures show a reduction from last year and in the second half term which is a reflection of the effectiveness of the Success Centre. JW to send the Success Centre Case that went to the SPB to all governors.</p> <p>Attendance. The data shows CEC is in line with and some exceeding national figures but is still too low. A new Family Liaison Assistant (FLA) has made a very positive start communicating with families and sending warning letters. Covid absence has reduced from 6% to 1.99%. A key area of focus is Persistent Absence (PA) particularly the Disadvantaged and SEND groups. Anyone below 90% is PA.</p> <p>Staff absence. Q: What is staff absence like today? A: RK advised it was near crisis point in December but has improved now although absence due to Covid continues, some with long Covid which can't be registered under Covid absence. It is challenging but not critical.</p> <p>Budget. In the absence of both RM and NH, RK reported that the Finance group had met on Monday and on Tuesday there was an announcement from the government about Schools Supplementary Grant which means additional funding for CEC of about £197k next year. There are particular pressures on the budget due to rising costs of energy and a deficit of £200k is forecast for next year.</p> <p>Year group numbers. There are 10 less students from the start of the year and during Census week there were a lot less which will mean a reduction in funding next year of about £200k. Q: Why were there less children than anticipated at the time of the Census? A: There were a number of children taken out to be Elective Home Educated (EHE) and a group of 6th formers who were traveling across the island who decided to attend a college nearer to them. Q: Yr 7 shows 207, will the vacant spaces be filled from waiting list? A: Yes.</p>	<p style="text-align: right;">JW</p>
<p>10</p>	<p>Review of draft staffing structure and curriculum for the next financial year</p>	
<p>10.1</p>	<p>HW reported that work on next year's curriculum and staffing was well on the way to providing a broad and balanced curriculum. OAT provide a live workbook on Teams to organize this and HW enters the curriculum plan and RM enters the budget figures. There is a change to Yr 9 due to a bespoke RS period inserted instead of Creative Arts; this already happens in Yrs 7 and 8. DT needs increased capacity which will be paid for by Maritime funds. The majority of time is going into the core subjects.</p>	

11	Receive findings from staff survey	
11.1	The staff survey findings have not been fully published yet although RK has key summary points. Q: Is there anything in the headlines that governors need to be aware of? A: No, CEC responses show on or above in nearly all areas for secondary schools. Q: Is there an expectation from OAT that governors will act on the report? A: Yes, there is. Staff survey to be an item on the next LGB agenda.	JW
11.2	The Student Voice questionnaire is being done on 16 February.	
12	Principal's update	
12.1	RK reported that there had been a very successful grant application for Maritime work of £130k plus 15k to use in different ways. RK is looking to use this money to match fund for another large pot. The next step is for staff delivering support to other schools in and beyond the Trust. The money is partly to backfill capacity and the first decision is to appoint a DT teacher.	
12.2	RK has spoken at the Westminster Forum which is quite prestigious.	
12.3	University successes include celebrating really excellent offers (provided students get the results required) for 45% of the cohort so far mainly to Russell Group Universities. One student has been offered to read Maths at Trinity College, Cambridge and another to read Law at Sydney Sussex, Cambridge,	
12.4	CEC is the regional hub for teaching school through the Hampshire, Isle of Wight, Southampton and Portsmouth (HISP) and the first cohort will start soon. RK has co-facilitated with Tuesday Humby, from OAT delivering NPQH to a large cohort of about 30 people. This has been a huge benefit to CEC staff.	
12.5	Teaching and support staff recruitment adverts have been/are being placed; recruitment processes have been reviewed.	
12.6	Yr 11 students are the main focus for SLT.	
13	Academy Improvement Plan Progress monitoring	
13.	Update of the AIP is being done on Friday 7 th February. 100% of 99 tasks already completed for this academic year.	
14	Governor monitoring plan and visits	
14.1	JW had created a plan for governors to monitor the AIP. Governors thanked JW for producing such a useful and thorough document.	
14.2	Jl had attended the SEND review last term which was reported at the last meeting.	
14.3	Jl and RR had intended to visit in December but postponed until this half term due to staff shortages and the tragedy concerning one of the students.	
14.4	RCP had visited VW and MP about the curriculum and quality of teaching and learning and suggested that a question be asked about these areas at every LGB.	
15	Review Training and Development Plan	
15.1	Governors noted the Training and Development Plan. JW to monitor between meetings.	
16	Note following policies:	
16.1	Admissions for 2023-24. Approval from OAT Trust Board had not been confirmed yet.	
16.2	Attendance. Governors noted the Attendance Policy.	
16.3	Behaviour for Learning. Governors noted the Behaviour for Learning Policy.	
16.4	Health and Safety Responsibilities. Governors noted the Health and Safety Responsibilities.	

16.5	Health and Safety statement of Intent. Governors noted the Health and Safety statement of Intent			
16.6	Risk Assessment. Governors noted the Risk Assessment.			
16.7	Policy dashboard Governors noted the Policy dashboard.			
17 Review of meeting focus and strategic impact				
17.1	KL asked governors to email him with any comments about the meeting.			Govs
18 Confirm dates of future meetings				
18.1	SPB	Thursday 21 st March 2022	1pm	
18.2	LGB	Thursday 24 th March 2022	3pm	
18.3	SPB	Thursday 5 th May 2022	1pm	
18.4	LGB	Thursday 5 th May 2022	3pm	
18.5	SPB	Thursday 30 th June 2022	1pm	
18.6	LGB	Thursday 30 th June 2022	3pm	