

Cowes Enterprise College

Local Governing Body

Date:	Thursday 21 st March 2024
Time:	3pm
Location:	Cowes Enterprise College, Crossfield Avenue, Cowes, Isle of Wight PO31 8HB and Teams

Governors	Initials	Role	Apologies	Initials	Role
Rachel Richards	RR	Chair – OAT Governor	John Irvine	JI	Vice Chair – Community Governor
Rachel Kitley	RK	Principal	James Lucas	JL	Parent Governor
Will Burns	WB	Community Governor	Cheryl Buggy (no apologies)	CB	Community Governor
Helen Davis	HD	Staff Governor	Richard Marinelli	RM	Business Director
Monique Gallop	MG	Parent Governor	Attendees		
Rob Pritchard	RP	OAT Governor	Dannii Godfrey	DG	Assistant Principal
			Roger Lyon	RL	Assistant Principal
			James Milligan	JM	Assistant Principal
			Vicky Wells	VW	Vice Principal

Minutes

Part	Key: Decisions, Actions, Support, Q: Governor questions, AP: Action Point	Actions
1.	Welcome and apologies for absence.	
1.1	RR welcomed Helen Davis, the new staff governor, to the meeting and introductions were made.	
1.2	Apologies were received and accepted from JI and JL. No apologies received from CB, JW to contact her.	JW
2.	Declarations of interest (for items on this agenda)	
2.1	There were no interests declared.	
3.	Curriculum presentations from Craig Mussell, Director of Learning (DoL) for Science	
3.1	<p>CM gave governors a booklet on the Science Curriculum and talked through it. The curriculum spirals across KS3 and KS4. Topics are broken up to ensure students meet all aspects of science each year. Biology and PSHE in KS3 are taught as Life Science, Chemistry and Physics content is delivered separately as Physical Science.</p> <p>Q: How does this change the way Science is currently taught?</p> <p>A: There was not regular reinforcement previously. The curriculum is now broken into smaller chunks in Year 7 so when students get to Year 8, they have been revisiting and reinforcing.</p> <p>Q: Have you seen a difference in attainment yet?</p> <p>A: It is too early to know but students are producing long answers per topic which has seen an improvement. It is hoped that when they get to Year 11, they will be comfortable giving 6-mark responses.</p> <p>Governors thanked CM for the comprehensive presentation which showed the focus was linked to Ofsted report, and for the hard work done by CM and his team.</p> <p>CM and JM left at 1517.</p>	

	RP came into the meeting virtually at 12.20 after having difficulties with IT (CEC problem).	
4.	Minutes and matters arising	
4.1	Minutes from 18th January 2024 were agreed as a true record of the meeting.	
4.2	Action log / update	
4.2.1	5.1 Clerk to ask LA if they have received any governor applications: LA have none currently. JW has registered with Governors for Schools.	
4.2.2	5.2 Governors to confirm attendance or not and RK will work with RR to produce schedule for the Governor Day: RR thanked CB and JI for attending.	
4.2.3	5.3 RR to work with RK to find a solution to clerk post: See item 5.3 below.	
4.2.4	5.4 some governors need to complete mandatory training and complete declarations and confirmations on Governorhub: See item 5.5 below.	
4.2.5	5.5 Governors who have made visits this year to complete governor monitoring forms which clerk will send to them: See item 5.2 below.	
4.2.6	7.1 Governors agreed to accept the out of normal age applications subject to any oversubscription criteria. Clerk to inform parents: Completed.	
5.	Governance tasks	
5.1.	Review membership and any vacancies or plans for recruitment. There are currently nine board members, one OAT, one Principal, two Parents, one staff, four Community. It would be useful to have at least two more community governors to support succession planning and commitments particularly with student panels. RR asked current members to encourage people they may know e.g. parents, members of Chamber of Commerce, etc. to think about becoming a governor. They can come to a meeting to observe what happens.	
5.2	Governor day reports. None had been received yet. RR will remind governors to report back on visits made.	RR
5.3	Clerk recruitment. RR advised that between October half term and Easter JW will be clerk and will be on paper, clerk all year round. The intention is to train and support a staff member within school. OAT can tap into remote clerking facilities if necessary.	
5.4	Review Governance Development Framework. Some areas that were amber are now green, outstanding is some training still to be done, see item 5.5 below.	
5.5	Present Training and Development Plan, review training log, and update on governor visits through written or verbal reports. JW to produce individual training plans and include a column for governors to insert dates of planned visits for the year.	JW
5.6	Questions on the impact of the primary schools that have expressed an interest in joining OAT. RR reported that two primary schools were in the early stages of becoming part of OAT. Q: Do most students who attend the Cowes schools come to CEC? A: RK said most do but not all those who go to Northwood as their nearest school is often Medina. Q: Could Northwood parents send their child to Cowes anyway? A: They can apply to any secondary school. RR advised that the process is to carry out due diligence, apply to the Schools Commissioner for approval, the schools would close and then re-open which is likely to	

5.7	<p>about 12 months. The impact would be an all through provision (cradle to career curriculum) within OAT schools on the island.</p> <p>Q: What impact would that have had on admissions this September?</p> <p>A: RK advised that CEC will be full with 210 students.</p> <p>Q: If the schools threatened with closure previously become part of OAT would the LA still close them?</p> <p>A: RK met with LA officer who anticipates announcing in September 2024 which schools will close. The officer said he had a blank piece of paper and is looking more at location rather than performance. LA does not have the capacity to provide support to schools.</p> <p>Any matter for escalation to the Trust.</p> <p>None</p>	
6. 6.1 6.1.1 6.1.2 6.1.3 6.1.4 6.1.5	<p>Reports & strategy</p> <p>Principal's report.</p> <p>The focus currently is Years 11 and 13.</p> <p>Year 13 students have had some very strong offers including a full scholarship to an American university, two pupil premium (PP) students have offers for Oxford, a number of Medical School offers, one PP student has offer for Medicine at Oxbridge, a number of offers for Vet School.</p> <p>Year 11 data moves forward in the way it should be, attendance is good, there is a small group of challenging students but have interventions in place which are linked carefully to student's needs. At the moment RK is not entirely certain of forecast particularly whether students have caught up after Covid. Students are engaged with study programmes, question level analysis and the Easter study programmes are looking to be filled. This year the cohort is a very settled group.</p> <p>This is a busy time of year with budget setting which is going to OAT for approval. The budget is balanced despite difficult decisions having to be made. CEC has managed to fund all trips bound into the curriculum but will not be able to from September.</p> <p>Q: Are children eligible for Free School Meals (FSM) still funded?</p> <p>A: Yes, but not all families apply for FSM for various reasons. The Ski trip has supported Looked After Children (LAC).</p> <p>Q: Is there any value in looking at sponsorship from local businesses?</p> <p>A: There has been a just giving page, but it only raised about £500. It is looking like less money will be available next year.</p> <p>Admissions. Funding is lagged from the previous year. RK was told all year that CEC needs to take an extra 30 (total 240). Two days before the LA providing published numbers, RK was told that the LA had not factored in lots of children going to the special school so now CEC is not required to take 240. Staffing has been structured for 240. The LA has apologised. CEC is full at 210 with a refusal list of around 30. RK awaits the outcome of any appeals.</p> <p>There have been a number of Stem and extra-curricular events. CEC hosted a Maritime roadshow for girls which was a very successful event. CEC held the Lego regional workshop again. CEC students have built a hydrogen fuelled car and have made the national heats to be held in Scotland (one of four schools) and if they win that they will go on to international heats in the USA.</p> <p>Q: Do they take the car with them?</p> <p>A: Yes, but they are not allowed to take the batteries with them.</p> <p>Q: Does CEC have funding for transport?</p>	

	<p>A: RK thinks they are about £1700 short. WB suggested RK writes to BA to request funding as they want to support building island talent.</p> <p>6.1.6 Independent Review Panel (IRP) had been arranged at the request of a parent. CEC's Governor panel decision to uphold the Principal's decision to Permanently exclude (Pex) a child was upheld by the IRP. There has not been a Pex since December although there are some students who are fairly close. Stabilising work around behaviour continues.</p> <p>6.1.7 Hazel Walker's work on Maritime Futures has meant Education Scotland have picked up Maritime Futures as exactly what they want. RR suggested publicising the Scotland link locally.</p> <p>6.2 Safeguarding report. RL reported there had been more referrals to MASH, most of them are due to educational neglect. There is much wider holistic support for Cowes families. RL is now part of Isle of Wight Safeguarding Children Partnership (IWSCP). Q: What is educational neglect? A: it includes poor attendance, communication between school and parents is few and far between, parent not giving support. Q: Is emotional abuse dealt with in class? A: Yes. RL advised that in June last year there had been a lecture on CPOMS and the consequence is form tutors are alerted to any CPOMS entry for their children which is working well, and CEC is seeing an increase possibly because of this. RL advised that CEC is not always being alerted about domestic violence. Q: Do we feel we are coming out the other side of behaviour issues? A: RL advised that there had been seven Pex this academic year, but the trend shows they are reducing. Q: Is the behaviour still very unpleasant for some staff? A: VW advised that there is still unpleasant behaviour, it shifts from half term to half term. There is a strong indication from OAT that they are going to extend the nursery building which will provide 15 places (some permanent, some temporary) for very hard to reach children with very complex needs who attend CEC. RK thinks it will be opening January 2025. Pex is not satisfactory, DAP is patchy and there is no other provision on the island. There is a lot of work to be done on transition from primary to secondary. CEC has worked hard to get top up funding, etc. A staff survey about behaviour is being done. CEC has had great support from Jane Nolan. RL left at 1634.</p> <p>6.3 Risk register report. The biggest issue is site infrastructure because of the age of the buildings, everything needs replacing.</p> <p>6.4 Review Fundamental British values statement and curriculum in place to support equality objectives and bespoke event agenda. DG had updated the document. RK and DG had done learning walks and students knew about extremism, etc. RE curriculum is strong. Staff co-produce assemblies supported by 6th formers including topics such as Ramadan and Eid. There is a growing Muslim community at CEC and the students felt the school was very supportive. Q: Have they suffered Islamophobia? A: DG advised that nothing had been notified.</p>	<p>RK</p>
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<p>6.5</p> <p>6.6</p> <p>6.7</p>	<p>DG is waiting for a General Election date so the students can have an election in school. Governors thanked DG for the excellent document she had produced and felt it was very important for the island community.</p> <p>There had been four Prevent referrals this year. Prevent is part of the KS3 curriculum. Extremism definition has changed and is much wider but does not change CEC's curriculum. WB to arrange to meet with DG just after Easter and spend a morning in school.</p> <p>Review equality information and objectives report for publication on website.</p> <p>DG advised that the Equality committee was very proactive holding International Women's and Men's Days. CEC had achieved the Rainbow flag award. DG is keen for governors to support and to have a governor linked to this area. International day will become Cultural day as well and be led by 6th Formers for their EPQ. There are 68 different languages spoken in CEC.</p> <p>Receive responses to wellbeing surveys.</p> <p>All Years 8 and 10 had completed the survey. The results were very positive and compared to 80 other schools CEC was average or above in all except in one area. Students feel safer on the island and there are better relationships with parents and carers. Some students are not getting enough sleep so had an assembly on it, 10% of students do not have one piece of fruit or vegetables a week so now working with the Foodbank.</p> <p>Q: Why is that?</p> <p>A: DG is meeting with Bee Well to see why.</p> <p>There is a concern about dentistry and 1000 tubes of toothpaste have been ordered from Colgate and toothbrushes will be ordered. The dentist charity will not be visiting schools. 32% said they would not know how to access support in school, which was very surprising as CEC has the highest number of MHSTs of the schools on the island. DG listed all support available. Belonging to Community will be the next focus. Two awards have been won this term.</p> <p>Receive most recent website audit report.</p> <p>All areas in the report were now green.</p>	<p>WB</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p> <p>7.10</p>	<p>Policies</p> <p>Admissions Policy for AY 2026-27 proposed changes.</p> <p>If governors wished to change the Admissions policy for 2026-27 to include OAT feeder schools in the oversubscription criteria, the guidance says the feeder schools need to be named. JW to contact the Governance team to clarify in writing whether the policy needs to state the feeder school names or whether it can just say OAT primary schools.</p> <p>Art and Design Technology Health & Safety.</p> <p>Biometric. JW to check to see if Biometric Policy needs to be on the website as not used at CEC.</p> <p>Business and Pecuniary Interests.</p> <p>Electric scooter/bike charging and use.</p> <p>Fire Safety.</p> <p>First Aid.</p> <p>Governor Expenses.</p> <p>Looked after & previously looked after children (Designated teacher for).</p> <p>Provider Access. JW to send to governors for noting.</p> <p>Scheme of Delegation.</p>	

7.11	Items 7.2 to 7.9 and 7.11 noted by governors.	
8.	Committees - receive committee minutes/notes:-	
8.1	Admissions – 19 th February 2024. Governors noted.	
8.2	Finance working group – 12 th March 2024. Governors noted.	
8.3	SPB – 8 th February 2024. LGB asked to agree removal of Flexible Working from AIP. RK advised it was not a good use of staff limited time in Cowes as OAT were already working on it. Q: What is the question about Flexible Working? A: RK advised it was to explore different models of flexible working for example one trust was introducing working 9 days out of 10 to improve recruitment and retention. Governors agreed to remove Flexible Working from the AIP.	
9.	Any other business None notified.	
10.	Future meetings 2 nd May 2024 (SPB & LGB) 27 th June 2024 (SPB & LGB)	
11.	Confidential business None notified.	

Action Log from 21st March 2024 LGB meeting

Agenda Item	Action	Person(s) Responsible	Status
1.2	No apologies received from CB, JW to contact her.	JW	Emailed CB 29.03.24
5.2	RR will remind governors to report back on visits made.	RR	Completed 27.03.24
5.5	JW to produce individual training plans and include a column for governors to insert dates of planned visits for the year.	JW	
6.1.5	WB suggested RK writes to BA to request funding as they want to support building island talent.	RK	
6.4	WB to arrange to meet with DG just after Easter and spend a morning in school.	WB	
7.1	JW to contact the Governance team to clarify in writing whether the policy needs to state the feeder school names or whether it can just say OAT primary schools.	JW	Completed 28.03.24
7.3	JW to check to see if Biometric Policy needs to be on the website as not used at CEC.	JW	Emailed ES 29.03.24
7.10	Provider Access. JW to send to governors for noting.	JW	Completed 29.03.24