

Cowes Enterprise College

Local Governing Body Minutes

Date:	Thursday 28 th November 2024
Time:	3pm
Location:	Cowes Enterprise College, Crossfield Avenue, Cowes, Isle of Wight PO31 8HB

Governors	Initials	Role	Apologies	Initials	Role
Rachel Richards	RR	Chair – OAT Governor	Siobhan Barney	SB	Community Governor
John Irvine	JI	Vice Chair – Community Governor	James Lucas	JL	Parent Governor
Rachel Kitley	RK	Principal	Attendees		
Cheryl Buggy	CB	Community Governor	John Braithwaite	JB	New clerk to LGB
Helen Davis	HD	Staff Governor	Adam Brown	AB	Assistant Principal
Monique Gallop	MG	Parent Governor	Roger Lyon	RL	Assistant Principal
Deon Redpath	DR	Community Governor	Jill Wareham	JW	Clerk to LGB

Minutes

Part	Key: Decisions , Actions , Support , Q: Governor questions , AP: Action Point	Actions
3.	RSHE/SRE presentations	
3.1	<p>Lorna Churms (LC) explained how Religious Studies (SRE) curriculum was taught at CEC and how important it was to ensure consistency and support non specialist staff.</p> <p>Q: Is RE taught all the way through 6th form?</p> <p>A: Yes, it is taught through the Everyone Matters (E1M) curriculum.</p> <p>Q: Are there any parents who ask to withdraw their child from this?</p> <p>A: Yes, just one who has withdrawn their child. Dannii Godfrey (DG) has met with parents and will review annually.</p> <p>Q: Is it just one lesson a week?</p> <p>A: Yes.</p> <p>Q: How do we fare when OAT specialists come down to view RE?</p> <p>A: Various people have visited, and they are positive and impressed with resources. RK advised this is a real powerhouse of the academy. It is on the timetable all through including the 6th form. RK praised LC for excellent practice, the curriculum was well put together and came high up on the last Ofsted report as very good. Governors thanked LC for her presentation.</p>	
3.2	<p>Charlie Day (CD) explained how Biology, Relationships, Sex and Health Education (RSHE) are now included into a new subject called Life Science. CD emphasized the need to ensure consistency as the subject is taught by lots of different staff. This is the second year of running the Life Science curriculum and CD is introducing more rigour, developing arguments and reviewing how different students e.g. those with Special Educational Needs and Disabilities (SEND) understand the curriculum.</p> <p>Q: Has merging Biology into Life Science made a difference?</p>	

	<p>A: There are currently two triple science groups in yr 10 so no changes yet. RK advised that this is innovative and has not seen anywhere else in the country.</p> <p>Q: How is this being communicated to parents?</p> <p>A: Parents get a half termly letter about what is coming up. The curriculum is providing practical activities to develop life skills. RK praised CD as being innovative, passionate about the subject and bringing it to life. Governors thanked CD for his presentation.</p>	
1.	Welcome and apologies for absence	
1.1	RR welcomed John Braithwaite, the new clerk, to the meeting.	
1.2	Apologies were received and accepted from JL.	
1.3	Governors agreed to re-appoint John Irvine as community governor for the next four years.	
1.4	RR advised Rob Pritchard had resigned as a governor on 13.11.24. Governors expressed their sadness and gratitude to RP as he had been a governor for many years, firstly as an OAT appointee then a community governor and had been very supportive of the academy.	
2.	Declarations of interest There were no interests declared.	
6.1	<p>Leadership reports – Safeguarding.</p> <p>RL reported that students from the Quay will attend a local police session on county lines as it is county lines week and has asked this to be delivered to a wider group of yr 9s. There had been a couple more MASH referrals since the report had been published.</p> <p>Q: Are some national safeguarding issues less on the IoW?</p> <p>A: Vaping is a massive issue both nationally and on the island. CEC works with trading standards and the police as there are strict regulations for Vapes; when vapes are seized they can be checked if they are legal or not (children under 18 cannot buy vapes).</p> <p>Q: Is there less Female Genital Mutilation (FGM) here on the island?</p> <p>A: RL advised that CEC takes the standpoint that it does happen here.</p> <p>RK advised that the roll here was changing, with for example, 11% of Yr7s having EAL and a number having recently arrived in the UK. CEC ensures every safeguarding possibility is considered here. Lots of these children are from Africa (parents have been recruited to work in the NHS).</p> <p>Q: What is the Frankie service?</p> <p>A: Anyone who has suffered from sexual assault or rape can use this service which is open to anyone at any time. RL has knowledge of students who have been sexually assaulted or raped and checks in with these students on a regular basis.</p> <p>Q: Is information on smoke free island shared?</p> <p>A: Yes, it's on website, there is a PowerPoint for parents and students which enables discussion. Community Action IoW are hosting an event for parents at Gatten & Lake regarding knife crime, etc.</p> <p>RK advised that suspensions have declined since last year.</p> <p>Q: Are referrals down?</p> <p>A: RL advised Children in Need (CIN) referrals have increased (now more than other IoW secondaries), Early Help is steady. The flip side for CIN is because children are referred, they get help and are able to be de-escalated.</p>	

	<p>Q: Could CEC have a social worker in schools? A: RK has approached the Local Authority (LA) to say CEC would agree to have a school social worker.</p> <p>Q: Is CEC seeing any fall out from split with Hampshire Services? A: There is nervousness as the pay the IoW Council is offering may not entice the right level or right people. Governors thanked RL for his report.</p>	
6.4	<p>Leadership report – Pupil Premium strategy statement. AB reported he uses the template all schools must use and publish by December. Sections include Interventions in terms of teaching, CPD, recruitment, effective strategies and highest quality teaching. The second level shows targeted support including for GCSE students, third tier shows targeting attendance, wellbeing, school uniform and extra curricula activities. There is a huge project targeting attendance of disadvantaged students. The statement covers three years, this year's will not have Progress 8 scores. Passports were introduced last year. These were created after speaking to individual PP students and those not meeting their targets. Students start CEC with a progress passport which has quite personal information about the student and feeds into building relationships with students.</p> <p>Q: Has there been any student feedback and research? A: AB advised CEC uses the Education and Endowment Foundation (EEF) guidance and student voice is carried out regularly.</p> <p>Q: How is CEC doing in terms of recruiting new staff? A: CEC is using existing and supporting retention and training.</p> <p>Q: Is the budget not just used on PP students? A: RK advised to a degree but some of it supports across the board. The best way for all students is having great classroom teaching – this is partly funded by PP grant. Research says this is money well spent. Revision guides are funded by PP grant. Guidance says the funds are best used for students who are vulnerable who may not be eligible for PP. AB advised that CEC halved the disadvantaged vs non disadvantaged gap in P8 last year. The gap is still too big and still working on reducing it.</p> <p>Q: How is CEC overcoming the issue for students who did not take SATs? A: CEC does its own baseline tests which help inform where students are. There are some challenges in yr 10 cohort as data shows that there are fewer higher prior attaining students. The current yr 9s will be the last group who took SATs. Governors thanked AB for his presentation.</p>	
4.	<p>Minutes and matters arising The minutes of the LGB meeting held on 26th September 2024 were approved as a true record.</p> <p>4.1 AP1: RK will speak to RP to see if he wishes to carry on. MG offered to take on if RP does not wish to: RP resigned 13.11.24.</p> <p>4.2 AP2: Clerk to check with CB to see she wished to carry on with career link: CB agreed.</p> <p>4.3 AP3: LGBTQ+ link governor to be on next LGB agenda: RR agreed to take on Equality and Diversity link responsibility in the short term.</p> <p>4.4 AP4: RR knows two or three other interested parties and will ask them to make applications which can come to the next LGB meeting: See agenda item 5.1 below.</p>	

4.5	AP5: RK and VW will look at the process for future FGW meetings, ask OAT if any other academies do FGWs and will contact YOT to ask if they do training for governors and set aside a monthly time slot for meetings:	RK/VW
4.6	AP6: Clerk requested all governors to complete the declarations and confirmation on Governorhub as soon as possible as there will be a check on the website to make sure interests have been declared this year: Completed except SB, see item 5.2 below.	
4.7	AP7: Clerk to do T&D plan for next meeting and advise what training had to be done as soon as possible: Completed.	
4.8	AP8: RK will ask OAT to formally respond to the LA consultation on closing schools: Completed.	
4.9	AP9: CSC to send governors a list of acronyms: Completed.	
4.10	AP10: RK to action governors receiving press releases: Completed.	
4.11	AP11 RK advised that this could arrange visits to the Quay on an individual basis: JI had visited and reported it was very calm and quiet. They now have a dog which is being trained.	
4.12	AP12: Clerk and/or governors to arrange monitoring visits: See item 5.3 below.	
4.13	AP13: MG asked if there were any 6 th former students who could help with social media by volunteering for the Cowes Pantry: Completed.	
5.	Governance tasks	
5.1	Review membership and any vacancies and plans for recruitment. RR reported that there were two interested parties, but they have since declined. RR encouraged everyone to speak to people who may be potential governors. DR offered to take on safeguarding link, governors agreed , training to be undertaken by DR. MG offered her support.	
5.2	Review Governance Development Framework. The overall rag rating showed amber. This was due to one new governor (SB) not completing the DBS application for 8 weeks. It is hoped this will be resolved very shortly.	
5.3	Present governor Training & Development Plan, review training log, and update on governor visits through written or verbal reports. The clerk reminded governors that they needed to undertake annual training and the plan identified which governors needed to do what. Visits included RR meeting with VW to discuss behaviour and attended a lock down activity. CB had met with DSB twice to discuss careers. MG had met with RM to monitor finance. JI had met with CSC to monitor SEND.	
5.4	Any matter for escalation to the Trust. There were none.	
5.5	Confirm completion of statutory annual declarations & confirmations for all governors, and that governance website information has been updated. SB still to complete but as of today she has not been DBS checked so is not registered on Governorhub.	
7.	Policies	
7.2	Records Retention policy was approved by governors	
7.3	Accessibility Plan was noted by governors.	
7.4	Intimate care policy was noted by governors.	
7.5	CCTV policy was noted by governors.	

7.6	Photography and video consent form was noted by governors.	
7.7	Photography and video policy was noted by governors.	
7.8	Special category data was noted by governors.	
7.1	<p>Admissions policy 2026-27 following consultation. RR reported that the Admissions committee had met (See item 8.1 below) to review the 12 responses received from the consultation. These included comments Cowes children would be disadvantaged because one Cowes (Cowes Primary) school would be prioritised over others in the area, the Newport (Hunnyhill Primary) school would disadvantage those who live nearer to CEC. This would encourage driving instead of walking and have other adverse effects on the environment. RR advised that it is not the Intention to exclude young people from the Cowes area. The problem is that numbers will be going down and may mean that CEC would have to reduce the PAN which would mean an adverse effect on staffing and the budget. The proposal is to continue with those two schools named in the oversubscription with the clear intent that CEC would not leave out Cowes children.</p> <p><i>Q: Would it be possible to change the policy if Cowes Primary closes (which has been identified to be closed in the LA's Place Planning document.</i></p> <p>A: RR had been advised by OAT that the feeder school could be removed from the policy if it closed. There had been no response from the LA or any of the secondary schools in Newport.</p> <p>RR advised that there is a need to maintain CEC's numbers, lowering the PAN may mean losing staff; to keep standards up CEC needs to keep numbers up which will in turn preserve CEC for the community in the future.</p> <p>Governors approved the 2026-27 Admissions Policy with the new oversubscription criteria.</p>	
8.1	<p>Committees - receive committee minutes</p> <p>Admissions committee minutes of 18.11.24 were noted.</p>	
9.	Any other business	
9.1	There was none for discussion	
6.	Leadership reports.	
6.1	<p>RR advised that the high level academic and corporate risks were issues taken from an OAT wide list.</p> <p>Attendance is the area that is the most difficult to shift. CEC is about 89%, national average is 91%. OAT is challenging CEC to scrutinise reports, question to what degree is it to do structures and systems in CEC or is it something else. RK advised that one IoW all through school has better attendance than CEC. They run a support unit for anxious students. RK suggested that the Success Centre could be used in a similar way as it has its own entrance and exit. The current SEND students in the SC could move out and into the main building. Currently yr 10 girls are flagged as being anxious. There would need to be clarity on who could go in the SC.</p> <p><i>Q: Could the date ranges in the attendance report be the same?</i></p> <p><i>A: RK will take action if possible.</i></p> <p>Part time timetables for those students who are integrated slowly to the Quay have also damaged attendance figures by 0.6%. Phone suspensions account for 0.22% to date: both of these figures will improve.</p>	RK

	<p>Q: What would the impact be if attendance was up to national average? A: It would help in raising attainment and release SLT to do more work.</p> <p>Q: Is there anything that governors can do to support? A: RR, as the link attendance governor will do a monitoring visit.</p> <p>RK reported that waiting lists for CAMHS are lengthy but CEC does also have MH practitioners in the academy for early help. Schools need to provide something that these students can manage.</p> <p>JI left at 5.10pm.</p> <p>RK asked governors to send her any questions that they would like answers to.</p> <p>HD was happy to help with attendance monitoring.</p> <p>HD left the meeting at 5.15pm.</p>	RR
10.	Date of next meetings	
10.1	23 rd January 2025 3-5pm	
10.2	27 th March 2025 3-5pm	
10.3	15 th May 2025 3-5pm	
10.4	3 rd July 2025 3-5pm	
11.	Confidential items	
11.1	<p>Principal's appraisal has been done with RD, there had been nothing to review as OAT had experimented last year with no pay progression and no appraisal process.</p> <p>Targets had been set for this year which were ambitious, not necessarily realistic but aspirational which included numerical and developmental targets.</p> <p>Q: Did RK feel OAT had put on too much pressure? A: RK was an experienced HT and always did her best. RK spends one day a fortnight line managing the HT at Six Villages.</p>	

Action log 28th November 2024

Agenda item	Action	Person(S) Responsible	Status
4.5	RK and VW will look at the process for future FGW meetings, ask OAT if any other academies do FGWs and will contact YOT to ask if they do training for governors and set aside a monthly time slot for meetings	RK/VW	
6.1	RK will action date ranges in the attendance report be the same if possible.	RK	
6.1	RR, as the link attendance governor will do a monitoring visit.	RR	