Governors Present: Svetlana Bajic-Raymond [Chair of Governors], Margaret Abazie-Humphrey (part), Bethany [Bea] Channing-Cone, Antonia Corrigan, James Creamer, Marian Curran [Principal], Sr Margaret Harlock MBE, Marie-Claire Harper [Vice Chair of Governors], Mark O'Sullivan (part), Daniel Smith (part) [R]*, Clare Williamson (part) [11]

Apologies: Roger Bridgeman, Paul Ryan, Iain Turri, [3]

Absent without Apology: Deborah Redwood, Peter Turner [2]

Attending: Stephen Clayson [Vice Principal Curriculum Quality Innovation], Peter J Harrison [Clerk to Governors], Alexandra Moruzzi [Vice Principal [Student Experience Progression] [R]*, Shane Blackshaw [Executive Finance Director], Michelle Hazelwood [Pending appointment as a Staff Governor]

Quorum Present: 11/16 [includes required minimum of 4 Foundation Governors]
Note – [R]* – remote attendance in MS Office Teams

Documents Circulated/Tabled* at Meeting:

Document [A] – 'St Brendan's Sixth Form College – Analysis Report Examinations 2023' – circulated previously

Circulation: All Governors, Clerk to Governors, Principalship, & [College Website after signature if declared OPEN].

ITEM	ISSUES RAISED IN DISCUSSION	AGREED ACTION
1. Welcome	1.1 Welcome: Svetlana Bajic-Raymond [Chair of Governors] opened the meeting with prayer. 1.2 Apologies: Three apologies Roger Bridgeman, Paul Ryan, Iain Turri, accepted [3] 1.3 Absent without Apology: Deborah Redwood**,** Peter Turner [2] 1.4 Quorate: The meeting was declared quorate. NOTE: *Agenda Order*: To facilitate those attending the meeting some items may be taken in a different order than that shown on the agenda. The original order of the Agenda has been maintained for ease of reference in the Minutes record.	
2. Declarations of Interest	2.1 Declaration 2023/2024 Access/Equality/Safeguarding Declaration: There were additional no oral declarations. The Clerk to Governors is following up on those Governors who have yet to complete the annual declaration form Clerk to Governors	Governors & Clerk to Governors & Next Agenda
3. Minutes Previous Meetings	3.1 Previous Minutes Open [Thursday, 28 September 2023] The Minutes were agreed as a true and accurate record of the meeting without correction and signed by the Chair of Governors present in person. The open Minutes to be made available on the College website by the Clerk to Governors. **Action –** Clerk to Governors	Clerk to Governors
4. Minutes Actions Review	4.1 None	

| **Examination 2023 Results Analysis** | |

5.1 Analysis Report Examinations 2023: The Vice Principal [Curriculum Quality Innovation] presented the report. It takes account of the following comparative data and the ethos of the College –

- Mission – Our mission is to be a welcoming and transformative Sixth Form College where every member of our community flourishes and achieves their full potential

- A-Level Performance System [ALPS] – the grading system used by the majority of Post-16 providers

- 6 Dimensions Valued Added [VA] – a measure of the progress of St Brendan's Catholic Sixth Form College's Students with similar 'prior attainment' [General Certificate Secondary Education] in other Sixth Form Colleges nationally

- Headline Attainment

5.1.1 A-Level Results – Attainment in the context of historical performance: T The College Mission and what we are planning to do with the information. he data comparison point being the results of 2018/2019.

- High grades increased
- Male achievement trailing females
- Pass rates remain similar to 2019

	2018/2019	2022/2023	
Entries	1619	1405	Exam Entries
A* percentage	3.5%	3.2%	45
A*– A percentage	13.2%	13.8%	194
A*– B percentage	34.1%	39.2%	551
A*– E percentage	95.9%	95.3%	1339

Analysis of the Subjects where there are hight numbers of 'U' Grades:

	2018/2019	2022/2023

Examination 2023 Results Analysis [Continued…]

Course Subject	Course U Grades	Course Total Entries	Percentage U Grades
Physics	8	39	20%
Computer Science	4	33	12%
Psychology	19	180	10.5%
Chemistry	5	63	8%
Mathematics	6	76	8%
Business	6	100	6%
Sociology	6	122	5%

The Vice Principal [Curriculum Quality Innovation] commented that by removing the 54 U-Grades, the overall College ALPS score would be significantly improved. A number of factors arise to account for a U-grade outcome.

A-Level Attainment – are Teaching Staff aware of the Student's progress against their performance target?

	2019	2023
Predicted Grade	Accuracy 2019	Accuracy 2023
A*	37%	21%%
A	38%	32%
B	42%	42%
C	47%	51%
D	44%	43%
E	40%	39%
U	39%	57%

- Accuracy of prediction at A-Level is 41.4% for 2023 compared with 44% in 2019
- Males are less likely to achieve a predicted grade A*-B compared with females, particularly for the A*-A grades.

Student Prior Attainment progress compared with the National –
- In a number of areas, the College Attainment is better than National or level.

Examination 2023 Results Analysis
[Continued…]
	▪ 6 Dimension data identifies the subjects where the College is below average, or above. This reveals the improvements being made in some of the subjects eg:
	    o Photography
	    o Design Technology
	    o Law
	    o Drama and Theatre
	    o English Language and Literature
	    o Geography
	▪ But below average include:
	    o Business
	    o Computing
	    o Further Mathematics
	    o Economics
	    o Physics
	    o Textiles
	    o Graphics
	    o Fine Art
	▪ Overall, Value Added improved between 2019 and 2023
	
	Discussion –
	
	[1] The varying numbers of Students each year may also impact on these statistics.
	
	[2] When comparing Male and Female outcomes it is apparent that much depends on how the individual Student plan and organise their studies and attend to their coursework.
	
	[3] Student cohorts also vary from year to year making strict comparisons difficult.
	
	[4] Post-16 attainment may also be affected by individual Student experience at prior attainment in School.
	
	[5] Mathematics continues to be an area of concern. It was reported that of the two classes following the same syllabus one showed exceptional improvement but the other did not. A matter of the quality of teaching to be addressed. Various staffing issues also influence the quality of provision, and these are being addressed.	

Examination 2023 Results Analysis [Continued...]	[6] The Quality Improvement Plan [QIP] is addressing the issues, and a number had already been noted in 2022/2023, eg Assessment and Attendance and are showing improvement in the latter part of that academic year.

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In summary:

- Increased high grades – particularly A* and A
- Performance of Males
- Further improving our Assessment
- Rapid action where we can see Students falling behind
- Continued focus on specific courses [Maths, Psychology, Criminology, Economics, Sociology, Physics, Computer Science]
- Support the delivery of Teaching and Learning

[Mark O'Sullivan joined the meeting at 16:45 hrs]

5.1.2 Applied General Courses –

At Level One [1 A-Level] – significant gains in all areas in 2022/2023 compared with 2020/2021

- Outstanding Value Added
- Best performing areas Health and Social Care, Law, Business, Uniformed Protective Services [Military, Police etc]
- Least well performing Human Biology and Performing Arts
- Relatively static attainment compared to 2022
- Declining attainment for highest grades

At Level Two [2 A-Level]:

- Outstanding Value Added
- Best performing areas Health and Social care, Business, Uniformed protective services
- Least well performing Sport

5.1.2 Progress Students A2L3 –

	A *-A	A*-B	A*-E	D*-D	D*-M	D*-P
2022	2.1%	18%	85%	51%	80%%	93
2023	8.8%	33.6%	93%	48%	76%	98%

Examination 2023 Results Analysis [Continued…]

5.1.3 General Certificate of Secondary Education [GCSE] –

	Grade 4 +	Grade 5 +
2022/2023	47.1%	10.8%
2018/2019	49.5%	7.5%

- Whole College Grade 4+ 47% slightly lower [2019 College 50%; 2019 National 50%]
- Whole College Grade 5+ 11% slightly higher [2019 College 8%; National 11%]
- English Grade 4+ increase of 9.8%, Grade 5+ English increase of 6.8% [compared to 2019]
- Chemistry 100% Grade 4+ 50% up from 2022 [this is the mid-point Teacher Assessed Grades [TAG] and 2019 year]
- At a subject level despite a decline in some areas we remain in line with National for GCSEs [except Biology]

Discussion – there were further questions and discussion about the detailed figures for the results relating to Student ASPIRE progression and equality diversity and inclusion.

5.1.4 Achievement Retention Attendance – The Vice Principal [Student Experience Progression] presented this section of the report.

	RETENTION	ATTENDANCE
2019	95.9%	75.1%
2023	92.3%	69.1%

Examination 2023 Results Analysis [Continued...]	- Retention is a priority area for further development - Careers Education Information Advice Guidance [CEIAG] - Course organisation and routines – to ensure that we are clear about expectations and support students who do not meet these - Ongoing Assessment of progress - Further improving our Assessment procedures 5.1.4 Student Destinations – The Vice Principal [Student Experience Progression] presented this section of the report: **University applications table, Apprenticeships table, and Employment table below**	

University applications	
2022/2023	2021/2022
Total number who applied 491	–
404 – internal applicants	–
87 – former students	–
Percentage Applied 57.4%	Percentage Applied 47.4%

Apprenticeships	
2022/2023	2021/2022
Total number who applied and accepted a place – 31	–
Percentage Applied 4.37%	Percentage Applied 1.8%

EMPLOYMENT	
2022/2023	2021/2022
Paid employment 16+ hours per week – 33 [4.63%] Paid employment <16 hours per week – 7 [0.98%] Self-employed <16 hours per week – 1 [0.14%]	8.3%

Examination 2023 Results Analysis [Continued...]	2022/2023 – information from students is still in progress 1.After results published in September 2.Certificate ready – MS form in November 3.Certificate collection – further request – Nov-Jan	

Various factors affected the number` of Student applications, including:

- Higher Education location
- Leaving home and friends
- Finance
- Domestic circumstances
- Covid-19 impacts and mental health issues
- 6 Dimension data indicates that Males continue to trail the Female applications to University, in 2021/2022 58% and in 2022/2023 61%

The Careers Tutorial Team support the individual Students and groups through their choice process

5.2 Curriculum– a Clear Plan:
- Priority improvement subjects identified and action plans in place
- Curriculum support (inc. HPA)
- Academic support (inc. HPA)
- Pastoral support
- Retention
- Weekly behaviour and Attendance tracking
- Course change process
- Teacher training – focus on examiner training
- Self-Assessment Reports quality review process
- Refined Appraisal system – linked to the Quality Improvement Plan [QIP] and target cohorts
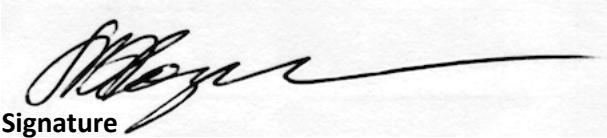
The Board of Governors noted the detailed reports and thanked the Principal and her Staff for the comprehensive presentation of the reports.

[Daniel Smith left the meeting at 17:30 hrs]

Comfort Break	Start 17:30 hrs **Comfort Break** End 17:45 hrs	
6. College/Financial Matters	6.1 Estate Development Report [Update] [Minutes Jul § 11.1 ff] – standing item: The Clerk to Governors explained that this item on the agenda was added in case there was an urgent decision to be taken by the Board of Governors. The Executive Finance Director confirmed that the completion of the work is proceeding and that no further decision is required now. **Action –** Next Agenda	Next Agenda
7. Board of Governors' Operations	7.1 Governors' Day 2023/2024 Review [Update]: The Principal reported that the feedback from the Governors who attended on Governors' Day was very positive. The information from the breakout group session will be incorporated into the overall Strategic Plan and published in due course. It was also suggested that a Governors' Working Party should be created to consider Academisation and options, with a view to making recommendations to the Board of Governors at a future date **Action –** Principal 7.2 Appointment Staff Governor [Minutes Sep § 12.9] [Update]: The Clerk to Governors reported that all Staff had been asked in September with a request to nominate a member of Staff for the vacant role as Staf Governor. Michelle Hazelwood has been duly nominated, and the Board of Governors is empowered to appoint the individual as a Staff Governor. The Board of Governors was asked to nominate. Proposal 'That the Board of Governors should appoint Michell Hazelwood as a Staff Governor from 18 October 2023 to 17 October 2027.' Proposed: Marian Curran Seconder: Svetlana Bajic-Raymond For: 11 Against: 0 Abstention: 0 The proposal was adopted. The Clerk to Governors to issue the letter of appointment. **Action –** Clerk to Governors	Principal Clerk to Governors

Board of Governors' Operations [Continued…]	7.3 Governors' Briefing December Meeting: It as agreed that as the meeting in December has a long agenda, there should be no Governor Briefing.	
8. Policy Reviews	8.1 None Identified	
9. Correspondence	9.1 None Identified	
10. Any Other Business	10.1 Examination 2023 Outcomes: The Board of Governors asked the Principal to convey to her Staff and colleagues, and Students the appreciation of the Board of Governors for their work with Students leading to the positive outcome and progress improvement in many areas. **Action –** Principal 10.2 Governor Meetings Attendance in Person: The College has asked that all Governors declare, in advance, their intention: ▪ To attend meetings ▪ Whether in person or remotely The numbers attending, and any dietary matters are required by the College in advance to prepare the room and the catering. Governors are also required to advise the Clerk to Governors in advance if they need: ▪ To make an apology for non-attendance and to provide a reason, so the Board of Governors on the day can accept that apology. Failure to do so results in the record Absent without Apology. Please email the Clerk to Governors with the information once the meeting Agenda has been issued. **Action –** All Governors & Clerk to Governors	Principal All Governors & Clerk to Governors

Any Other Business [Continued…]	10.3 Retirement Ms De Stephens: The Board of Governors was informed that De Stephens is retiring after 10 years of service as the Personal Assistant to the Principal. She has given outstanding service and her contribution to the smooth running of business will be greatly missed. The Governors were invited to contribute to a leaving present in recognition, and Ms De Stephens was presented with a signed card, flowers and present before the meeting started. **Action –** All Governors 10.4 National College Safeguarding Training: Governors were reminded that they should complete the mandatory training to update their individual Safeguarding/PREVENT record by the end of the month. Marie-Claire Harper is happy to provide assistance to any Governors having difficulty in accessing the National College website 'CPD/ Watchlist/ Governors Essential' website pages. **Action –** All Governors & Marie-Claire Harper	All Governors All Governors & Marie-Claire Harper
11. Date Next Meeting	11.1 Date of Next Meeting – Governors' Diary [Agreed dates] Board of Governors – Thursday, 7 December 2023 at 16:00 Audit Committee – Wednesday, 22 November 2023 at 16:00 Ethos Safeguarding Welfare Committee – Wednesday, 7 February 2024 at 16:00 Resources Premises Human Resources Committee– Wednesday, 15 November 2023 at 16:00 Strategy, Search & Remuneration Committee – Wednesday 29 November 2023 at 16:00 Teaching Curriculum Quality Committee – Wednesday, 8 November 2023 at 16:00 Governors' Day 2024 – to be agreed Diocesan Education Mass 2024 – Thursday, 27 June 2024 at 19:00 hrs [NOTE – 1 meeting dates may need to be changed	Clerk/ All Governors Next Agenda
Notes	None	

Minutes Prepared	Thursday, 19 October 2023 **Peter J Harrison** [*Clerk to Governors*]	
Minutes Agreed	**Minutes Approved** **Date** **Thursday, 7 December 2023 at 16:00** **Signature** _____**Chair of Governors**	