



**Governors' Ethos Safeguarding Welfare Committee**

**MINUTES OF MEETING**

**Wednesday 8 May 2024**

**Virtual Meeting Office Teams™ Meeting [16:00– 18:30 hrs]**

**GOVERNORS & VOTING MEMBERS PRESENT:** Margaret Abazie-Humphrey, Antonia Corrigan [Chair], Marian Curran [Principal], Sr Margaret Harlock MBE, Michelle Hazelwood, Deborah Redwood, [6]

**ATTENDING:** Leanne Sowersby [Governance Professional], Laura Howe-Haysom [Head of Student Wellbeing and Progress], Alex Marra [Leader of Catholic Education and Community], Alexandra Moruzzi [Vice Principal Student Experience Progression], Robert Muranda [Careers and Employability Manager], Lynne Thomas [Inclusive Learning Manager]

**APOLOGIES:** Svetlana Bajic-Raymond, Daniel Smith [2]

**ABSENT WITHOUT APOLOGY:** None [0]

**CIRCULATION:** All Governors, & Governance Professional unless CONFIDENTIAL.

ITEM	ISSUES RAISED IN DISCUSSION	AGREED ACTION
1. Welcome	1.1 Welcome: AC welcomed everyone and opened the meeting with a prayer.	
7. College Business	<p><b>7.1 Denominational / S.48 Preparation Inspection [update]</b> AMa introduced himself and gave a presentation. Noted that we have yet to be inspected under the new framework. Shared examples of the posters that will be put up around the college with quotes from Catholic and non-Catholic sources, as well as some example, 'thoughts of the day'.  <i>DR and MAH joined the meeting.</i>            MC noted that there has been a visit from the Diocese and MC will feed back the report.  <b>Q – If we were inspected now, where might we be?</b> Good.  <b>Q – What do we need to do to reach outstanding?</b> This would be the recommendations around collective worship and the Catholic life and mission – that staff and students can articulate the Catholic ethos of the college.</p>	
10. Policy Review	<b>10.7 Collective Worship Policy</b> – AMa talked through the key points. Agreed to use post titles rather than	

	<p>names in section 9. Governors commented that it is positive to identify the Catholic students, and acknowledged the constraints around timetables etc in terms of getting students together. Discussion around the different timings, such as in the morning as students are arriving. Governors thanked AMa for his work on the this.</p> <p>Proposed AC, seconded MC. <b>Collective Worship Policy Approved unanimously</b></p> <p><i>AMa left the meeting</i></p>	
<p><b>7. College Business</b></p> <p><b>10. Policy Review</b></p>	<p><b>7.4 SEND Update</b> LT talked through the key points of the report. Highlighted work around transition and work with the Local Authority to support SEND learners. Are also working on a high needs audit, looking at systems, impact and quality of provision.</p> <p>MC acknowledged the work that LT has done with regards to high needs funding with the Local Authority and the positive impact that this has had. We have been working very closely with Bristol City Council on the process for top-up funding and building relationships. We are in a very strong position to know where we are with funding for students in September.</p> <p><b>10.6 SEND Policy</b> There are no significant updates, they are around language and legislative updates.</p> <p>Proposed AC, seconded DR. <b>SEND Policy Approved unanimously</b></p> <p><i>LT left the meeting.</i></p>	
<p><b>7. College Business</b></p>	<p><b>7.3 Careers and Employability Report</b> RM talked through the report.</p> <p>MC noted that there will be a need to add something around the local skills need to the Work Experience Policy and it will be useful to add this to the CEIAG report as well, to allow governors to meet their accountability requirement.</p> <p><i>RM left the meeting.</i></p>	
<p><b>9. Safeguarding and PREVENT Strategy</b></p>	<p><b>9.1 Safeguarding Report</b> LHH talked through the key points of the report.</p> <p>Noted the new definition of extremism in the PREVENT duty.</p> <p>Discussed the increase in searches for knives and the approach being taken with students who have done this – this is supportive, and education focused.</p> <p>Also discussed the harmful behaviours report. There is an action plan that was developed with students and LHH discussed the plans for some of the actions detailed.</p> <p>Governors noted the excellent work that is being done in this area.</p>	

<b>1. Welcome</b>	1.2 Quoracy: The meeting was declared quorate [6/8]. 1.3 Apologies: Svetlana Bajic-Raymond, Daniel Smith [2] 1.4 Absentee without apology: None	
<b>2. Declarations of Interest</b>	2.1 Declaration of Pecuniary Interest/Disability Access/Equality/Safeguarding 2023/2024: There were no fresh disclosures.	
<b>3. Minutes Previous Meeting</b>	3.1 Open Minutes of Previous Meeting [7 February 2024]: The Minutes were agreed to be a true and accurate record of the meeting and were passed for electronic signature and for publication on the College website. <b>Action</b> – Governance Professional to upload agreed signed Minutes	Governance Professional
<b>4. Actions Review [Agenda not itemised]</b>	4.1 DFE Annual Accountability Agreements 2024/25 Meeting Local Needs Duty – complete Noted it will be important to consider how governors ensure ghat the reports around careers and destinations are linking to the local skills needs and the Local Needs Duty	
<b>5. Matters Arising</b>	5.1 None	
<b>Committee Briefing</b>	AMu gave a presentation on student voice. <i>SrMH joined the meeting.</i> Governors thanked AMu.	
<b>6. Principal's Report</b>	Applications received 2705, total offers 2259, total acceptances 2054. We are now looking at converting the remaining applications. We will be promoting the new transport options and following up with students who had us as second choice to find out why and address barriers. The target is 900 for retention into Year 13. Around 20% of the access to level 3 students are progressing into Year 12. Although retention has improved, there is still work to do around access to level 3. Retention in Year 13 is up and we are working to address reasons why we do not retain students. Noted that attendance has now been broken down by year groups and gender. Access to level 3 attendance has improved, as has attendance for Year 12. Year 13 attendance may be affected by students staying at home to revise.	

<p><b>7. College Business</b></p>	<p><b>7.2 School Transition Update</b> - AMo gave an update. This covers planning for the Year 12 welcome fest. There are small numbers where offers have been made but not accepted and there will be a push to clear these before the fest. AMo outlined the day.</p> <p>For the Year 10 transition programme, AMo is working with the marketing team to invite the normal feeder schools and a further 5 schools, based on recruitment data. AMo talked through the format of the day for these.</p>	
<p><b>8. Student Matters</b></p>	<p><b>8.1 Recruitment Student Governors 2024/2025</b> Noted the report – Aaron Skinner and Risha Hussain will be the new student governors. <b>They will be invited to the July Board of Governors meeting. LS to double check the process for appointing and to meet with them.</b></p> <p><b>8.2 Student Union Accounts – for adoption</b> AMo noted that all the costs around the leavers’ prom have been covered by ticket sales. <b>Student Union Accounts Adopted.</b></p>	<p>LS</p>
<p><b>10. Policy Reviews</b></p>	<p><b>10.1 College Admission Policy</b> – AMo talked through the key points and changes. Proposed AC, seconded MC. <b>Admission policy Approved unanimously.</b></p> <p><b>10.2 Student Attendance and Punctuality Policy</b> - this is still out for consultation with colleagues and will come back to the September meeting.</p> <p><b>10.3 Fitness to Study Policy</b> – AMo talked through the key changes. Proposed AC, seconded MC. <b>Fitness to Study policy Approved unanimously.</b></p> <p><b>10.4 Careers Education Information Advice and Guidance Policy</b> – This has been completely reviewed. AMo talked through the policy. Agreed to add a line to say that students will know how this links to the local skills needs. Proposed MC, seconded SrMH. <b>Careers Education Information Advice and Guidance policy Approved unanimously.</b></p> <p><b>10.5 Work Experience Policy</b> – AMo talked through the updates to this policy. This ensures that this is an integrated approach so that experience is part of the curriculum.</p> <p><b>Q – Is work experience dependent on subjects studied?</b> There are some subjects with a mandatory requirement for work experience placements with attached learning outcomes. There is also work to ensure that students have the opportunity to undertake a work placement that complements the subjects that they are studying. MC also noted that students can also use their work experience placements to ensure they their full-time study hours. Proposed MC, seconded MAH. <b>Work Experience policy Approved unanimously.</b></p>	<p>AMo</p>

<b>11. Risk Review</b>	<b>11.1 Risk Register Committee Extract Review</b> – MC noted that there have been some updates that will be discussed at the next meeting.	
<b>12. Committee Business</b>	<p><b>12.1 Committee Briefing Next Meeting</b> – S48 inspection update and self-assessment – MC. Could consider a briefing on work experience for the February meeting.</p> <p><b>12.2 Committee Recruitment</b> – No update</p> <p><b>12.3 Identify Items to Report to the Board of Governors</b> – S48 update. Policies to be agreed by MC/AMo. Careers and Employability and local skills link.</p>	
<b>13. Other Business</b> [Not Notified]	13.1 None	
<b>14. Correspondence</b>	14.1 None	
<b>15. Next Meeting</b>	Wednesday 18 September 2024	
<b>Minutes Agreed</b>	<p><b>Minutes agreed as true and accurate record</b></p> <p><b>Signed:</b> _____ <b>Committee Chair</b></p> <p><b>Wednesday, 18 September</b></p>	