



**MINUTES OF THE ESHER COLLEGE CORPORATION
MEETING**

Held at Esher College
Wednesday 26th September 2018, at 6.00 pm.

Present:

Tim Oliver(Chair)	Robin John
Darrell Bate	Ian Leigh
Paul Collyer	Adrian Mills
Dan Dean	Karin Rowsell
Dona Gjyshinca	Fran Stewart
David Irving	Clarissa Wilks
Ben Jureidini	

Helen Odhams, Deputy Principal (Advising Officer)
Dan Hards, Assistant Principal (Advising Officer)
Kerry Webb, Clerk

1. PRESENTATION ON EXAMINATION RESULTS 2017 – 2018

1.1 Results

The Deputy Principal reported that the College was very proud of this year's results. Referring to her report previously circulated, she informed the meeting of the following outstanding results:

- A level pass rate was 99.2%, which whilst slighter down on last year's result (99.6%) is 1.6% above the national pass rate of 97.6%.
- AS Levels were undertaken by a handful of students as a 'top-up' in their second year. The pass rate for these was below previous levels and below the national average. However, this is to be expected due to the very small pool of students taking these exams and the nature of the students concerned circumstances
- BTEC results were generally outstanding and the vast majority of courses achieved a 100% pass rate and all results were above national Sixth Form College benchmarks.
- GCSE re-sit results were very good. Results include November re-sits, not just in the summer. Most importantly, English and Maths results are significantly above the benchmark for 16-19 year olds re-sitting these qualifications.

1.2 Value-Added

The L3VA measure is released in November and that will compare the national results of all institutes. The ALPS measure for value added compares student total scores against expected. The single T score and quality provider score for A Level places the College in the top 10% of institutions for A Level using this value-added measure. For BTEC qualifications, the ALPS T score and provider value-added score places the College in the top 25% for institutions for BTEC using this value-added score.

1.3 Review of Marking

- Clarified that a "Review of Marking" relates to whether the mark scheme has been applied appropriately.

- There have been 142 requests for a review of marking in a range of subjects. 20 have seen grades increase (22 last year) and 15 reviews are still outstanding.
- Concerns have been raised regarding exam board assessments in creative subjects – raising of bar in terms of potential movement of grade boundaries. Photography has always had excellent results but there has been a dip in the top grades achieved. A review of moderation has been undertaken with no changes and the marking decisions have been upheld. The College is considering next steps.

1.4 Exam Results Report

Two subjects at A Level have been asked to produce an Exams Results Report relating to aspects of high grade and value added, which would be scrutinised by SLT. Meetings between Heads of Department, Divisional Directors and a member of SLT will follow to establish improvement plans.

Governors congratulated the College on these significant achievements and asked the following questions:

Q: What is the pass mark for the new GCSE grading system? Level 4 is equivalent to a 'C' in the former grading system.

Q: What happens if students don't pass their GCSE resits? If they don't pass in their first year they will continue to the second year. "Use of Maths" is undertaken in the first year for appropriate students to gain the skills to pass GCSE in the second year.

Q: How many GCSE re-sits are there? There were 17 in English and 17 in Maths.

Q: Is there ability to show grade progression at GCSE, i.e. came in at e.g. level 3 and show the progress? This could be investigated.

ACTION: Deputy Principal to investigate this.

Q: How do A Level results compare against predicted grades? How many achieved predicted grades? Clarified that there are 'Minimum Grades' which are the grades a student should aim for and there are 'UCAS Grades' which are the grades that they are predicted to achieve to get into university. Predicting grades has become more difficult without AS Levels. It should be possible to look at the progress review and see how many students achieved their minimum grades.

Q: Taking above into account then, is it possible to track how many students successfully got into their first-choice university? It is difficult to track this due to a number of variables, but worth some further thought.

Q: With regard to Value Added scoring do you get an allowance for input, i.e. if someone comes in with 11A* it's hard to add value? The example is a correct assessment!

The Corporation thanked the Deputy Principal for her presentation and report. It was noted that the headline paper was very useful.

2. PRESENTATION ON SAFEGUARDING AND PREVENT

The Assistant Principal – Designated Safeguarding Lead (DSL) gave a presentation regarding the recent updated Safeguarding guidelines, how the College has responded to it and management priorities. He summarised Prevent actions undertaken in 17/18 and what actions will be undertaken in 18/19.

2.1 New Safeguarding Guidance in 2018

Wide range of updates to Safeguarding with effect from September 2018. Keeping Children Safe in Education (KCSIE) has been updated and the College has responded by redrafting its policy to incorporate changes.

2.2 Prevent

New Counter Terrorism Strategy with regard to the Home Office Review following the incident at Parsons Green, new “National Prevent Referral form” a standardised form for sharing information with MASH (Multi-Agency Safeguarding HUB) and police. Prevent was reviewed during 17/18 which involved College consultation with various groups and led to development of the “Prevent Risk Action Plan”.

2.3 Next Steps:

- Induction for new staff and all staff asked to read and understand KSCIE, additional online training will be given in February 2019.
- Governors will be sent a copy of the link to KCSIE which they are asked to read and understand.
- E-learning Prevent awareness is available if Governors wish to access that – optional.

Q. Are there many safeguarding issues in practice? Every week there is some interaction with different authorities relating to safeguarding issues of different levels.

Q. Is there enough risk assessment in place for work placements and overseas visits? Recognise the need to develop work placement risk assessments more. Regarding any residential trips, risk assessments will be sent to Surrey CC for comment and any suggestions incorporated.

Q. How are “previously looked after children” identified? Schools are increasingly sharing information so may come from that source, students present themselves through behaviour or may declare as priority admissions.

ACTION: Assistant Principal and DSL to send KCSIE link to Governors who should read and understand it. Will also send access to Prevent awareness which is optional.

3. SAFEGUARDING AND CHILD PROTECTION POLICY

Q. Is “looked after children” current correct terminology? Some discussion as to whether it should be “care experienced”.

ACTION: Assistant Principal to investigate this.

The Safeguarding and Child Protection Policy was unanimously approved, subject to checking the terminology of “looked after children” and amending if necessary.

4. REGISTER OF INTERESTS

There were no declarations of interest in items on tonight’s agenda. It was also confirmed all Declaration of Interests forms had now been completed and returned.

5. APOLOGIES FOR ABSENCE

Apologies were received from Daniel Loughlin and Hannah McKean.

6. CONSTITUTION

The Chair welcomed Ben Jureidini (Student Governor), and Dona Gjyshinca (Student Governor) to their first Corporation meeting.

The following matters received the Corporation's consideration:

- **Confirmation of Chair** - It was unanimously agreed that Tim Oliver would continue to chair the Corporation as the second year of his two-year appointment.
- **Appointment of Vice-Chair** – The Corporation unanimously approved the appointment of Vice-Chair (Robin John) for a second term of two-year appointment.
- **Committee Chairs** – It was unanimously approved that the following would continue as committee chairs for a two-year appointment:
 - Audit – Paul Collyer
 - Finance & Estates – Robin John
 - Strategy & Policy – David Irving
 - Quality & Standards – Clarissa Wilks (until end of Autumn term 2018)

7. MINUTES OF THE PREVIOUS MEETING (11th July 2018)

The minutes were approved as a true record.

8. MATTERS ARISING

C4-001 Action completed

C4-002 Action completed

9. PRINCIPAL'S REPORT (verbal)

9.1 Quality Improvement Plan 2017/18

The Deputy Principal reported on the QIP and progress on the 2017/18 plan.

Q. When do you start looking at next year's development plan? Now. It is approved in December.

The Corporation approved the QIP.

The Principal reported the following:

9.2 Enrolment 2018

The Principal reported on the current position, which suggests the College will have a similar roll to last year. Any issues arising from this year's enrolment will be reported in the Admissions Analysis 2018, to be considered by Strategy and Policy Committee.

9.3 Incidents

- As relayed in the communications sent out there had been an unpleasant incident on Monday 17th September in Weston Green Road which was outside the College's control. No students of the College were involved but they did witness it. The College has co-operated with the police and issued a statement approved by the SLT. The College has investigated the incident, although there has not been much to go on and will conclude their investigation tomorrow.
- There had been an electrical fire in B block the previous day (25th September). The upper floor of B block was out of action for the rest of the day and the College took the decision to wait for electricians to ensure it was safe before it was re-opened. Electricians are coming back at the weekend to undertake remedial works. It has been a good test of the College's business recovery strategy and the operational continuity procedures worked well.

9.4 Pay Scales

In July the STRB recommended a 3.5% increase to main scale pay grades, 2% for upper spine pay grades and 1.5% to leadership pay grades. The new teacher pay grant will cover some of this cost for schools.

The Department of Education has recently confirmed that they will fund the pay increase for 16-19 academies but not Sixth Form Colleges. SFCA has argued this should also apply to Sixth Form Colleges and has sent a letter and is awaiting a response explaining the rationale of their inexplicable decision.

9.5 Applications 2019

Applications 2019 – Applications are progressing well, numbers looking good. Currently at 1945 applications. Deadline is noon on Monday 1st October.

9.6 Conclusion

The Corporation had previously expressed concerns about the limited income from Adult Education provision. Pleased to report that Adult Education income is already exceeding previous year at £64,493 compared to £62,500.

The Principal wanted to record his thanks to the IT Director for all his hard work, especially throughout induction week and noted that the College would not be where it currently was without him. The Principal also wanted to thank Paul Collyer for the publicity opportunity provided for the College by the feature in About Thames Ditton magazine

10. GOVERNORS' SELF-ASSESSMENT REPORT 2018

The updated figures for Equality and Diversity had now been received and a replacement page for this part of the report was tabled.

It was noted Governors' attendance was slightly down. It was requested that if people are struggling to get to committees to please bear this in mind when looking at which ones to sit on. Apologies for absence in advance of a meeting should be sent to the Deputy Clerk. If you are running late for a meeting, calling/texting the Committee Chair or Clerk would be the best option.

The SAR was approved and will be uploaded to the website.

Q. Section 2 overview referenced number of Governors reduced from 20 to 15 is this correct? Yes, in line with recent guidance on best practice.

ACTION: Deputy Clerk to upload the Governors' SAR to the website.

11. ANY OTHER BUSINESS

Q. Are we fully staffed? Yes

12. DATE OF NEXT MEETING – Wednesday 12th December 2018

*The meeting closed at 7.30 pm.
Attendance was 87% (13 out of 15 members)*

Signed.....

Date.....

SUMMARY OF ACTIONS

C1-001	Item 1: Exam Results Deputy Principal to investigate whether it is possible to show grade progression at GCSE.
C1-002	Item 2: Safeguarding and Prevent Assistant Principal to send KCSIE link which Governors should read and understand. Access to Prevent awareness will be sent also – optional.
C1-003	Item 3: Safeguarding and Child Protection Policy Assistant Principal to check terminology re: 'looked after children'
C1-004	Item 10: Governors' SAR Deputy Clerk to upload the Governors' SAR to the website.

SUMMARY OF GOVERNOR CHALLENGE [C] / SUPPORT [S]

C/S	Item	Topic
S C	1	<u>Examination Presentation:</u> Governors were very supportive of the excellent exam results and praised the efforts of the SLT, staff and students. Governors sought clarification about the process for tracking achievement and ensuring students fulfilled potential.
C	2	<u>Safeguarding:</u> The Governors challenged procedures to ensure that risk assessments, in place for workplace placements, were robust.
C S	9	<u>Principal's Report:</u> Governors asked questions to ascertain why enrolment figures were down from the previous year. The Corporation was supportive of the actions taken by the College and in particular, the Principal, to secure additional places during induction week. It was also noted that the College coped admirably to ensure that the extra pressure on resources did not impact upon current students.