

East Coast College Corporation

MINUTES of the meeting of the Standards Committee held at 5 pm on Tuesday 3rd March 2020 in the Board Room Great Yarmouth

Present:	Peter Lavender Chair (PL) Roger Cracknell (RC) Debbie Pring (DP) Gemma Head (GH) Albert Cadmore (AC) Tina Ellis (TE) Stuart Rimmer (SR) and Nathan Clarke (NC)
In attendance:	Paul Padda Vice Principal (PP) Wendy Stanger Director of Governance (WS) Nikki Lane Assistant Principal Assistant Principal Student Wellbeing and Support (NL) Holly Chase Assistant Principal (HC) and Lee Nevill Curriculum Manager for the presentation (LN).
S/20/03/1	Apologies and Membership
	Apologies were received from Rob Evans (RE) Hayden Latore and Abby Stranks
S/20/03/2	Declarations of Interest
	There were no declarations of interest.
	Curriculum Area Presentation
	The meeting commenced with Curriculum area presentation for English and Maths for Education Programmes for Young People by the Curriculum Manager. He explained the actions that were being taken to improve maths and English attendance and outcomes and the current performance.
S/20/03/3	To approve the Minutes of the meeting of the 12 11 19 and any other matters raised previously not otherwise included in the Agenda
	The minutes were agreed as a true record.
S/20/03/4	Rolling Action Log
	The action log was reviewed. It was noted that all were complete apart from the governor walkthrough returns. The Director of Governance advised that the recent governor walkthrough week had been postponed due to it being so close to the Ofsted visit and that the form was to be reviewed in light of the inspection.
S/20/03/5	Termly Safeguarding and Prevent Update
	<p>The Assistant Principal Student Wellbeing and Support presented the update and advised the Committee on developments including:</p> <ul style="list-style-type: none"> • NHS funded tutorial delivery around consent by Present Moment Counselling – to be rolled out across all campuses. This tutorial had already resulted in discussions outside class. • 2 UEA placements from Developmental Psychology to take place to support mentoring and wellbeing. • Additional Wellbeing Fairs, Weekly Safeguarding focuses and update texts for students are being developed after suggestions from the student voice. <p>Governors challenged the reasons for Ofsted comments regarding apprentices and safeguarding. The Assistant Principal advised that the apprentices were not able to contextualise safeguarding, such as the difference between local dealers and county lines dealing or how to keep themselves safe from far right extremism in their workplace. This was to be addressed in future work.</p> <p>Governors challenged the reasons student voice had raised concerns about safety. The Assistant Principal advised that this was mainly to do with perception v. reality and actions had already been put in place to address this which had been</p>

welcomed by the students. These had been communicated via student councils, screens and Moodle.

Governors queried the background to the bullying increase. The Assistant Principal advised that the majority were due to bullying continuing from school. Where it was a friendship issue rather than bullying the restorative approach continued to be successful.

Governors challenged what action was being put in place for the Coronavirus. The Assistant Principal advised that an advisory text had been sent to students, information posters put up around the college and students who at ½ term had visited affected areas had been asked to self-isolate. The main impact currently had been in interviewing applicants in schools where self-isolation was taking place. The interviews were being re-booked or taking place over the phone. The Principal advised that the College was instigating the Business Continuity Plan. The biggest risk would be if staff were affected or self-isolating whilst the College was still trying to continue. The College could be instructed to close by the Government.

The Chair advised that he and the Corporation Chair had met with the FE/HE Prevent Co-ordinator for the East of England to discuss the concerns that the Corporation had raised regarding Extinction Rebellion and Prevent. They were assured that the inclusion of Extinction Rebellion was an error. The Co-ordinator was complimentary about the quality of ECC's safeguarding team.

S/20/03/6

OFSTED

The Vice Principal presented the report that compared the College's self-assessment with the Ofsted findings. He advised that generally the SAR aligned well to the findings during the inspection. The visit had been well managed and it felt very different to the last visit. Managers/teachers had been confident to challenge Ofsted due to the preparation that had taken place. The inspection proved the value of following quality processes, including the RED system and deep dives. The Principal commented that the inspection demonstrated that the College was operating as one College. There had been positive feedback through the Ofsted surveys with 800 students completing the student one, which was a high number.

Governors challenged if the students had been thanked for their support during the inspection. The Vice Principal advised that a thank you text had been sent to all students. The Principal advised that the Ofsted good marketing campaign would thank the community.

Governors noted congratulations to the team for the excellent result and that the comparison with the SAR demonstrated that the SAR process was now a robust one.

Governors queried what the Vice Principal thought about the EIF compared to the previous inspection process. The Vice Principal advised that he felt that it was a fair process that concentrated on teaching and learning through the deep dives rather than data and management.

Governors challenged how maths and English attendance could be improved. The Vice Principal advised that the lower attendance had not been an issue in grading the area as good. Ofsted recognised the tactics that the College had put in place to address and considered it a curriculum areas issue rather than a separate maths and English issue. The Principal advised that the College needed to allow the

<p>changes that had been put in place and explained in the earlier presentation by the Curriculum Manager the time to take effect.</p> <p>Governors challenged what action was being taken to improve apprenticeships. The Vice Principal advised that additional management resources had been freed up with the appointment of an additional Assistant Principal. During the inspection we were able to demonstrate that the College recognised that improvements were required and could demonstrate that action was being taken to address issues as detailed in the apprenticeship QIP. The Director of Governance advised that the Apprenticeship Manager was to give the curriculum area presentation at the June's Standards meeting.</p> <p>Governors agreed the following action:</p> <ul style="list-style-type: none"> • June's meeting to consider apprenticeships in detail, including a presentation from the area. • The apprenticeship quality group meetings to be scheduled for the year. 	<p>PP</p> <p>PP</p>
<p>S/20/03/7 Quality Update</p>	
<p>The Vice Principal presented the update. He advised that the number of FE applicants was up but the number of applications was down and there had been fewer withdrawn applications. This could be due to better careers advice. Applicants for L6FC were down but a number of key feeder schools had reported that applications were not yet complete. Additional school liaison and targeted marketing was being taken to try and increase applications.</p> <p>Governors discussed the courses that were in intensive care. The Vice Principal advised that the vast majority of FE provision intensive care courses were showing an improvement in relation to attendance and retention compared to this point last year. Governors challenged what action was being taken to address Access. The Vice Principal clarified that it was only the 1 access course in intensive care, with attendance affected disproportionately by 2 students as it was only a cohort of 10.</p>	
<p>S/20/03/7.1 QIP</p>	
<p>The Vice Principal presented the QIP. This had been updated following the Ofsted visit and demonstrated good progress.</p> <p>Governors discussed the purpose of AS levels and whether they were appropriate to use as mocks and for identification of intervention needs.</p>	
<p>S/20/03/7.2 Apprenticeship QIP</p>	
<p>The Vice Principal presented the Apprenticeship QIP, this had been updated following the Ofsted visit. He met with the Apprenticeship Manager twice a month to review progress with the plan. He advised that Ofsted were interested in the impact rather than the tools used.</p> <p>Governors discussed the QIP. It was noted that there was a need to 'professionalise' the vocational trainers so that it was not just seen as an assessment.</p> <p>Governors challenged if the Vice Principal was confident that progress would be made. The Vice Principal advised that the curriculum intent was right and that the actions set out in the QIP would address the quality issues and improve the provision. The Principal commented that this would also require employers to play their part.</p>	

	<p>It was noted that the Winning our Market Committee had considered the Commercial Income action plan and this included how it interacted with apprenticeships. The Director of Governance advised that the quality of the commercial provision was ECETA's remit with the WOM Committee considering the action plan due to the commercial income's effect on the College's overall income. It was agreed that the WOM would consider all aspects to improve commercial income but would report any interrelated quality matters under the Standards Committee remit to the Standards Committee.</p>	
S/20/03/8	Risk Register	
	<p>1. Has the risk register been reviewed? The committee noted that the register had been reviewed and that the action plan focused on the key issues. The main risk had been Ofsted and this had now been reduced following the inspection result.</p> <p>2. Is the Committee content that the risks are relevant and are being updated? The Committee noted that the apprenticeship risk needed increasing following the Ofsted inspection.</p> <p>3. Is the Committee content that the risks are being mitigated? The Committee noted the mitigation set out in the action plan and in the meeting's reports. The Committee agreed that considering the risk register at the end of the meeting allowed it to review risks that hadn't been addressed during the meeting.</p> <p>4. Where there is a red risk is the Committee assured that appropriate action is being taken? The Committee noted that there were no red post mitigation risks. To mitigate risk there was a need to ensure that year end results, progression and destinations achieved those predicted.</p> <p>5. Where does the Committee have significant concerns? Apprenticeships were the main concern this had been reviewed through the apprenticeship QIP and would be reviewed again at the June meeting.</p>	
S/20/03/9	Agenda planning	
	<p>Gatsby standards would need addressing at the next meeting, together with apprenticeships, and the impact of the college's response to the CorVid19 virus.</p>	
S/20/03/10	Review of Meeting	
	<ol style="list-style-type: none"> 1. Confidential Items: Ofsted until published 2. Risk Management: any issues discussed which may require an additional Assessment: None 3. Equality & Diversity: any issues discussed which may require an additional Impact Assessment: 4. Health & Safety: any issues discussed which may require an additional Impact Assessment: None 5. Media: any issues discussed to inform local media: Marketing campaign re Ofsted 6. How did the meeting go: A good meeting. 	
	Dates of Next Meetings	
	30 th June	