

Quality & Standards Committee

Minutes of the meeting held on Wednesday 13 May 2020

Members present: Diana Hoskins, Pat Mould, Colin Peaks

In attendance: Stephen Brown (Governor), Jo Brownlee (Support Staff Governor), Jonathan Butler (Assistant Principal), Alan Foster (Governor), Bob Overment (Governor), Natalie Sketchley (Vice Principal), Ben Wallis (Vice Principal)

47. Apologies for absence (agenda item 1)

Resolved: Apologies were received from Stewart Edwards, Donna Fitzgerald and Jon Richardson.

48. Declarations of interest (agenda item 2)

Resolved: There were no declarations of interest.

49. Minutes of the previous meeting: 5 February 2020 (agenda item 3)

Committee members approved the minutes of the previous meeting and they will be signed by the Chair at the next available opportunity.

Resolved: The minutes of the meeting held on 5 February 2020 were accepted as a correct record and will be signed by the Chair at the next availability opportunity.

50. Matters arising from the minutes/action schedule (agenda item 4)

- Minute 35: Colin Peaks (CAP) noted that extensive work has taken place on the Self-Assessment Report and an Ofsted inspector has moderated it. The Clerk confirmed that the final version is available on the Governors' Portal.
- Minute 38: CAP confirmed that he has met with representatives from Hull City Council, who have stated they will happy to provide feedback and support in any Ofsted inspection.
- Minute 42: CAP noted that SMT began implementing recommendations from the Governor scrutiny but this is now affected by the current lockdown situation.

51. Remote teaching and learning (agenda item 5)

It was agreed that minute 51 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

52. Allocation of student grades (agenda item 6)

It was agreed that minute 52 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

53. Marketing and applications (agenda item 7)

It was agreed that minute 53 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

54. Student Code of Conduct and Behaviour for Learning Policy (agenda item 8)

BW presented the Student Code of Conduct and Behaviour for Learning Policy and noted that there are only minor updates, as identified by tracked changes, as it was updated significantly the previous year. He added that there might be a need to include an appendix to the policy at some point to provide more guidance around social distancing etc, once arrangements for this become clearer.

Recommended: The Student Code of Conduct and Behaviour for Learning Policy was recommended.

55. Proposed annual cycle of business (agenda item 9)

The Clerk presented the annual cycle of business for 2020/21, which had been reviewed and updated with the Principal. No further recommendations were made.

Resolved: The proposed annual cycle of business was approved.

56. Annual committee self-assessment (agenda item 10)

The Clerk presented the annual committee self-assessment for 2019/20, which Governors completed as a Committee.

It was noted that Committee meetings do not always finish within two hours, but that this only happens where necessary and when discussions are more complex.

Resolved: The annual committee self-assessment for 2019/20 was completed.

57. Any other business (agenda item 10)

57.1 Re-opening of the College

The Chair of the Corporation referred to the Government's announcement that schools and colleges will re-open from 1 June. Governors asked what preparations are being made to facilitate this.

CAP stressed that safety of staff, students and the community is a priority. He noted:

- Different models are being considered across various colleges, e.g. delivering tutorial sessions only, restricting the students offered sessions etc.
- There is a lot to consider in all scenarios, including transport to get students into college.
- An assessment of the site is required, e.g. entrances, classrooms, personal protective equipment (PPE) requirements.
- The SFCA is liaising with the Department for Education (DfE) and updating colleges regularly.

CAP reiterated that we will only start to open the site when it is of benefit to staff and students, not of detriment. He added that he will continue to be in dialogue with the Chair and Vice Chair, and keep Governors updated as more information is received.

Governors asked how vulnerable students are being supported. Jo Brownlee (Support Staff Governor and Student Services Manager) described how her team are still supporting students daily and continuing to liaise with the appropriate external agencies.

Governors noted the barriers in place for students to attend, such as the requirements to wear face coverings on public transport. They asked if we will provide PPE to students.

CAP said that he has already been approached by a number of companies selling PPE. He noted that he and the College Business Manager are meeting this week to undertake risk assessment and agree any requirements. He added that the college may have to increase the number of buses, but more DfE guidance around this should follow. In terms of purchasing PPE, CAP said that the college is in a positive financial position to purchase any equipment required; some colleges are not.

Governors asked if there is funding to recoup from bus companies for the period we haven't used them. CAP described how Stagecoach are not charging us for the period of lockdown; however, the college is paying a small retainer fee to Ellie Rose, who are a small local company who need to stay afloat.

Resolved: The update on the re-opening of the college was received.

58. Date of next meeting (agenda item 11)

The Clerk noted that the next meeting is scheduled for 7 October 2020, though this is subject to approval at Corporation.

Resolved: The proposed date of the next meeting was received.

59. Confidential items

Resolved: It was agreed that minutes 51, 52 and 53 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

60. Learner impact

The Committee scrutinised and provided appropriate challenge in the following areas, all of which helps to improve student performance and achievement:

- Ensuring student continue to receive quality teaching, learning and assessment remotely.
- Ensuring student outcomes that are positive and enable progression through effective curriculum management and support.
- Ensuring appropriate policies to support students are in place.

