

Minutes Growth and Engagement

Date: 25th Jan 2024

Time: 4.15 - 6.15pm

Location: In College, S11

Present:	Mr T Grant (Chair)	Dr C Carpenter
	Ms D House	Mr B Tyers
	Mr D Batten	
Apologies:	Mr A Scott	
In attendance:	Mrs B Stratton	Miss F McIntyre
	Mr A Waters [<i>left 1735, item 5.5.10</i>]	Ms J Brooke
	Mr M Jones [<i>left 1700, 5.2.8</i>]	Mr B Jones
	Ms M Malcolm (virtually via Teams)	
	Mrs Debbie SG [<i>left 1645, end of 5.1.16</i>]	

1 Apologies

- 1.1 The Chair welcomed everyone to the meeting and explained that Ms Malcom attending virtually was the external governor reviewer.

2 Declarations of interest

- 2.1 None in addition to those previously declared.

3 Minutes of the last meetings – 3rd October 2023

- 3.1 Minutes of the previous meeting were reviewed and approved pending the following changes:
- 5.1, outstanding misspelt
 - 5.2 2022/233 - remove extra 3

4 Matters arising

- 4.1 *Q: Any update on withdrawal of NHS mental health support? (5.2)*
A: No update or progress but would still consider opportunities to work with other organisations.
- 4.2 *Q: How did the GCSE resits pan out?*
A: 47% success rate in English and 17% in Maths so as expected.
Q: Does it affect confidence?
A: Teach a different curriculum to encourage students to remain engaged but also exam paper skills. Trying to create enthusiasm about the subject.
- 4.3 *Q: Did the open events have the expected turn out?*
A: Yes, two very busy and successful events.
- 4.4 H&S policy **Action Clerk**

5` 16-18 Student Matters

5.1 Safeguarding Update - by Debbie SG

- 5.1.1 End of last academic year had 325 students on the vulnerable list. It is currently at 247 so far this year so likely to exceed last year's figure.
- 5.1.2 The Counselling and mental health provision is busy.
- 5.1.3 The Educational Health care support team has been restructured and Debbie meets with them on a monthly basis. Can refer five students a month. This provision sits under CAHMS and is for under 18 students who are not self harming. The students get around 8 weeks of support.
- 5.1.4 They also offer a whole College support approach and will come into tutors which is ongoing.
- 5.1.5 There have been a few issues with County Lines. If attendance is very low then keep on roll and keep in College where possible.
- 5.1.6 Substance misuse workers to see two students.
- 5.1.7 *Q: Anything further the College should be doing?*
A: A qualified wellbeing practitioner on site every day for drops in would be the ideal. This would then provide availability when students are in crisis.
Q: What would it cost?
A: Thursday only costs £2500 per term.
BS comment: Have considered a College Nurse which would be a similar cost of £40,000 annually.
- 5.1.8 Comment: funding is for educational purposes not health but do have duty of care responsibilities.
- 5.1.9 Will continue to monitor the situation and consider the effects in growth in student numbers and to ease the burden on wider staff.
- 5.1.10 Comment: Must be other organisations concerned by this.
- 5.1.11 Students are provided with resources but also signposted to what external support may be available.
- 5.1.12 The next INSET day there is a session on building resilience
- 5.1.13 Also experiencing parents/guardians expressing frustration at accessing NHS services and GPs telling them to contact the College.
- 5.1.14 When students reach 18 they can no longer access CAHMS.
- 5.1.15 Suggestion from board member that governors collectively write to MP to raise issue.

Action BS

- 5.1.16 *Q: Has the software change been implemented?*

A: Not yet. Complex to link.

Q: Why is it being changed?

A: Partly an IT decision but Lightspeed provides better monitoring and filtering and can track all students. At the moment need to log in and check where the new system will ping alerts.

[Debbie left at 1645]

5.2 Engagement Activity

- 5.2.1 Applications are currently just under 1700, last year total was 1860.
- 5.2.2 Applications are very healthy and in a good position. The open evenings were very successful and been liaising well with schools.
- 5.2.3 *Q: What about Hamble numbers, they are low in report?*
A: Nothing to worry about.
- 5.2.4 In school interviews are going well. No show for interviews is reduced and where this does happen they tend to reschedule citing transport issues.
- 5.2.5 Update given on numbers from particular schools. Drops are nothing to worry about and due to smaller cohorts.
- 5.2.6 Cannot always attend every activity in school so put effort in where most visible and have to pick and choose sometimes.
- 5.2.7 Feedback from students is some other Colleges are too big and the size of Itchen is appealing.
- 5.2.8 *Q: Are numbers good across all courses? Are there any trends?*
A: Sport popular, new A levels such as ancient history. There are 12 which is good for a new course.

[MJ left at 1700]

- 5.2.9 Suggestion for further discussion - managing the numbers of students.
Picked up by C&Q curriculum design, estates with additional classrooms. Students can be accommodated and well staffed across all departments. There is a clear curriculum planning process - there are always tweaks but staff are good and responsive. The planning tool demonstrated previously is very helpful.
- 5.2.10 *Q: Will there be an extra 150 students?*
A: It will be busy and stretched. Plans to develop some areas. Have other ways to move forward with timetabling adjustments if absolutely necessary.
- 5.2.11 *Q: What about student support? Is this a concern?*
A: Numbers seen are already growing so more students would require more support resources also. Additional students would bring more funding so support would be considered.
- 5.2.12 Comment: The student profile is very different to a lot of sixth form Colleges with the level of 1 and 2 students.

5.3 Student Profile

- 5.3.1 More detail has been added to the report this year to consider the level of study.
- 5.3.2 Still have the issue mentioned in previous meetings of how students identify themselves and the report having different categories.
- 5.3.3 Ethnicity is similar to staff profile.
- 5.3.4 Report shows where students sit alongside their core aim.
- 5.3.5 Position not typical of FE or sixth form. Data illustrates this with third on A level programs where nationally this in two thirds. Itchen has a large portion of Level 2.
- 5.3.6 Proportion of level 1 is 2% which is still double the national average.

- 5.3.7 Nature and ethos of College is to provide education for the local community to ensure they have options. The increase in level 1 shows there is a need.
- 5.3.8 *Q: Is there a mix of courses?*
A: Yes A level and general mix. But also extended diplomas, sport and public services.
Q: Where do T levels sit?
A: Level 3 vocational extended diploma. Equivalent to three A levels. Currently have ten students.
- 5.3.9 Comment: Itchen is different in profile but happy with this as it meets needs. Opportunity for students to study a broad level of subjects.
- 5.3.10 *Q: Any data on performance with different subject groups?*
A: Yes this is reported to C&Q during the November or December meeting.
Q: How do students feel about T levels?
A: Biggest challenge is parent and pupil confidence in them and the uncertainty. Not rushed into it with only offering one this year and two more next year and possibly two more year after.
The first was childcare which is similar to the provision offered previously.
Q: Any reactions from students on the course?
A: It is positive. They are enjoying the course and opportunities. Very motivated students with a clear destination.

5.4 Attendance

- 5.4.1 Attendance was compared across the City and in a good position and higher than City College and Richard Taunton's.
- 5.4.2 Lots of effort and monitoring is done.
- 5.4.3 *Q: Is this from covid?*
A: Yes, not recovered to pre-pandemic levels.

5.5 Tutorial Activity - By Aidy Waters

- 5.5.1 Slideshow shared with Governors.
- 5.5.2 Ethos to provide as many opportunities as possible for students for progression
- 5.5.3 Careers week has large national companies attending. Tutor this week is asking students to consider who they want to speak to.
- 5.5.4 Apprenticeships - NHS and B&Q. NHS is to bust myth that it is just for doctors and nurses.
- 5.5.5 More students want to do apprenticeships or work rather than university.
- 5.5.6 There have been 214 UCAS applications sent which is slightly down on the same time last year. The deadline is 31st January. There are 119 applications in progress.
- 5.5.7 Will provide information to students on the number of apprenticeships places that are available which is not many and a big concern.
- 5.5.8 *Q: How geography focused is applications for apprenticeships? Should we encourage students to look in larger area as they do for universities?*

A: At the moment doing activities for students to do research. Also need to consider if moving away can they live on the apprenticeship wages. Need to ensure air of caution with the economics. Trend for university is currently to stay at home too.

5.5.9 Comment on careers week slide: great mix of companies attending.

5.5.10 Next steps week is questioning what the students are going to do then providing support. First years concentrating on understanding their skills. Second years going to university activities on university applications and finance. Not going to university workshops on interviews and CV. Provide a breadth of support for all students.

[AW left at 1735]

6 Adult Student and Community Matters - Jo Brooke

6.1 Presentation on adult students and community

6.1.2 Current programs include

- Southampton City adult boot camps after success of youth ones
- Skills based example of carpentry
- cooking sessions funded by housing association.
- Unemployed program which leads to job fair

6.1.3 Before Christmas received funding to provide warm packs to vulnerable students.

6.1.4 Ran family play days - 45 attended for lunch and activities which builds relationships.

6.1.5 Funding has continued to be a challenge. Success can be copied by other institutions.

6.1.6 Through two sub contracts has contact with Ofsted inspectors. Interviewed and tutor inspected for the HCC subcontract. Southampton City was a different experience and the inspector wanted to hear about Itchen. Both were successful and this helps build subcontractor relationships.

6.2 Nursery

6.2.1 Good growth in preschool numbers. There is a change in funding per child. Change also brings more funded hours.

6.3 Lettings

6.3.1 Parties over the weekend are growing.

6.3.2 Looking to maximise space for evening lettings.

6.4 Future plans

6.4.1 Looking to maintain the consistency around delivery and embed provision with partners.

6.5 *Q: Interesting report, underlines work College does and interesting point about innovating and pushing forward. One set of work often leads to another. Alluded to lost work, what is the funding gap?*

A: £160,000. Last year at this time was at £800,000 and this year at £960,000 so it is growing. For the Multiply Hampshire and City contracts the funding is there for as much as can be delivered.

Q: Any concerns on the bureaucracy of funding when going for sub contracts?

A: Biggest challenge is Hampshire rapidly expanding their own provision.

7 Staff Matters

7.1 Report on staff attendance for the Autumn term

7.1.1 Reduction in staff absence overall. There have still been covid absences but other illnesses have decreased.

7.1.2 Changes within HR and also curriculum management has reduced the number of unknown causes and allows for more accurate reporting.

7.1.13 Comment: the report is very positive.

7.2 Staff profile

7.2.1 The staff profile remains consistent. Three quarters of all staff are part time. Part time is for a variety of reasons including curriculum requirements and requests from staff.

7.2.2 *Q: How does this compare with other Colleges?*

A: Do not have any data but can check.

7.2.3 Comment: 75% part time seems progressive.

7.2.4 Ethnicity broadly matches the student profile.

7.2.5 The Equalities and Diversity group is to be restarted.

7.2.6 *Q: Do you see the gender split as problematic?*

A: No, it has not been targeted in any way. Adverts are placed to recruit all. Partly reflective of society that women tend to want part time roles due to caring responsibilities. The SLT is 50/50 gender split.

Q: Is the age profile of concern?

A: Important to have a good range of ages and what they can bring to the institution. Concern that do not attract ECT into roles. Often as not much age difference between them and students and teachers tend to get experience in schools first.

8 Staff Consultative Group

8.1 Met and discussed a broad range of topics including the College calendar, next academic years plans and what is working well.

8.2 Staff brought resource queries such as the new student support area does not have access to water coolers easily.

8.3 Staff leave raised and then discussed at SLT next day.

9 Policies

9.1 None for review.

10 Impact and Action Review

10.1 Actions:

- MP letter **RS**

- H&S Policy due date - **FM**

10.2 Impact:

- Raised points from minutes, maths resits which closed loop
- Reports on admission, tutorial program, adult education innovation and safeguarding.
- Questioning the impact of the increase in numbers.

11 AOB

11.1 Governors were informed the Principal was at Southampton City Council scrutiny panel.

12 Date of next meeting – 16th May 2024