

Minutes Growth and Engagement

Date: 8th May 2025

Time: 4.30 pm

Location: In College S10

Present: Mr T Grant - Chair
Mr B Jones
Mr J Johnson

Mr A Scott - Principal
Dr C Carpenter

In attendance: Miss F McIntyre - Clerk
Mr A Waters
Mrs E Barrett - Assistant Principal

Mrs R Stratton - Deputy Principal
Mrs D Finch
Mr M Jones - Assistant Principal

Apologies: Mr A Fitt
Mr M McCauley
Mrs D House

Mrs C Lowe
Mr D Batten

1 Apologies

Apologies as noted above. Governors were informed that MM had requested to join this committee as is currently the only student governor.

The meeting will run out of agenda order.

2 Declarations of interest

None.

3 Adult Student and Community Matters

Document shared with governors shows successful delivery of the varied contracts. It provides consistent funding, enabling continued community-focused work that meets skills needs.

Cookery courses noted as strong engagement tools, leading learners to further learning opportunities. Funding pathways are supporting progressive learner journeys.

Skills Bootcamps are intensive but yield strong employment outcomes, surpassing national benchmarks.

3.1 As previously requested, information provided on multiply contracts.

Contracts with Southampton and Hampshire yielded 3,596 learners over two years. Positive impact highlighted through combination of learner numbers and financial

data.

3.2 Questions Raised:

Q: How many activities are new and how is this tracked?

A: Working with Abri Housing Association and others. Engagement tends to be partner-driven, with College also actively seeking funding.

Q: Are there cross-referrals, e.g., with Abri?

A: Abri works more independently but the College's strong relationships, especially with Southampton Council, enable quick responses to enquiries.

4 Minutes of the last meeting – 16th January 2025

The minutes were reviewed and approved, subject to amending a job title as noted.

4.1 Matters arising

- Apprenticeship providers: Details received from AF.
- Gender Report: Data provided via TG. Female retention remains lower than male across all levels. The College is reviewing its approach to engagement, particularly around lateness and attendance, with a focus on softer strategies and greater support for disadvantaged learners.
No significant issues reported regarding culture or behaviour affecting female students. Ofsted spoke with single-sex groups; no concerns raised.
- Multiply data: completed
- Events for governors: College calendar shared and event sharing will be ongoing

5 16-18 Student Matters

5.1 Safeguarding

DF highlighted the following items from the Safeguarding Report:

- Hospital admissions due to overdoses was highlighted as a key concern. Safety plans created prior to student return. This identifies safe places for the students
- Continued work with external agencies.
- Counsellor caseload significantly reduced as mental health practitioner was mirroring same work so do not need to refer to both.
- Maternity cover planned with support from James [Surname TBC].

5.1.1 Governor questions and comments:

Q: Engagement with parents and students. Can you do this in the same way for 18+ as 17?

A: We do it for all students and some students who are 18 disclose things that would want to ring parents and they query they are 18 and they are students so can inform parents. Most parents already know and are aware. Drives parents to keep in contact with College more. Engage with parents irrespective of age.

Comments:

- New report format welcomed by governors.
- Summary was very useful.
- This report shows the positive impact the College has on the students.
- Governors acknowledged the positive impact and impressive student support infrastructure.

5.2 Tutorial activity – Summer Term - AW

Recent events in College were highlighted:

Careers Week

- Approximately 1,000 students participated in the Careers Week event.
- The event was highly successful, with governors in attendance and positive feedback received.
- Careers talks were well attended; students moved across the College to access different sessions.
- Governor link registers reflect strong student engagement.
- Commendation for collaborative staff effort in supporting the event.

International Women's Day

- Attendance ranged between 100–180 participants per day.
- All talks were recorded and are available for sharing with governors (contact AW).
- Talks represented diverse sectors, including banking, television, education, and the fire service.

5.2.1 UCAS launch planned this term. A refreshed approach is being adopted: alumni videos sharing university and apprenticeship experiences will be produced. These videos will be shown during tutor sessions. Emphasis is being placed on both apprenticeships and university pathways. Feedback will be shared at the next meeting.

5.2.2 Governors were informed of a collaboration with The Brilliant Club. Previously cost £3,000 for 6 students; now offered free through a partnership with Bournemouth University. Eight students with firm university offers will be enrolled. The programme includes a six-month mentorship with a PhD student.

- 5.2.3 The Work Experience Coordinator has arranged 484 opportunities. Some students may undertake two placements.
- 5.2.4 A new Wellbeing Practitioner was appointed last week. There has been an immediate positive impact with proactive engagement and resource development. Effective collaboration between the nurse, wellbeing practitioner, college counsellor, and student support. The practitioner has a background in drama, authorship of self-help books, mediation, and yoga. Introducing a staff enrichment initiative, "Rise and Shine," involving stretching and meditation.

DF and AW left - 506pm

5.3 Engagement activity

Preparing for the Welcome Event on 30th June. Recent open event saw 800 bookings and high attendance. Year 10 Taster Days are a current focus, with 1,060 students booked.

Increase in interest from Bitterne Park School, rising from 100 to 265 students.

School overview details included in the report - no areas of concern.

5.3.1 New Marketing Officer to start next week – external appointment from a strong candidate pool.

Corridor displays are being updated with student photography in a phased rollout.

5.4 Enrollment

Current tracking on milestone data shows improvement compared to the previous year. Enrolment predictions within a healthy range.

Interview numbers are behind; the process may have commenced too late. Planning to start earlier next year.

6 Attendance

Broken down by age and level with comparison to last year and the context of number of starts by levels.

Attendance is down for the 16–18 age group compared to last year, particularly among Level 1 students. Retention is just under 1% higher than the same point last year. Some students may have poor attendance and they can still achieve qualifications. Attendance is not the only measure of success.

75% of students are in employment, contributing to attendance challenges. Some

also have caring responsibilities.

Q: Is there national attendance data?

A: Not currently. Last year was 83% so 86% is positive.

EB left 520pm

7 Staff Matters

7.1 Staff absence

Absence management processes have remained consistent over the past few years. Teaching staff have shown an overall reduction in lost time compared to previous years. Support staff absence has been slightly higher month-on-month, though not significantly concerning. It was noted that long-term sickness among teaching staff in the previous year had a significant impact on absence figures. Current absence rates are not considered concerning.

7.2 Annual report on staff development provision

Staff development provision has been refined over the past few years and now offers a consistent and structured programme.

INSET days are primarily used for mandatory training, including, Safeguarding, Prevent Duty and System updates

7.2.1 Teaching & Learning Themes

Themes are planned across the academic year, but the structure allows flexibility to respond to emerging needs.

Key initiatives include Green Light Classrooms and Google Influencers.

The team of Teaching & Learning Coaches has been expanded from 3 to 5 members.

Coaches work directly within curriculum areas to provide targeted and responsive CPD.

There is active collaboration with support staff, particularly in developing digital competencies.

Q: Are there plans to address skills gaps in previous years?

A: Yes

Q: How are digital skills needs being identified and prioritised?

A: An Google influencer per faculty area. This year focuses more on AI. Asked support staff to be involved within their areas. Overall College approach to keep up

digitally. Can survey and audit to identify needs but working within teams can identify requirements.

8 Review of Terms of Reference & Calendar of Business for approval by Full Board

Risks registers requested so can be considered alongside ToR. Discussion on how Risk Registers can be incorporated and considered alongside the priorities in the strategic plan.

Risk register coded to the strategic plan is in place. Standing item on FB - sight of it three times a year. Highlight the areas for committees once a year.

Discussion on governor roles at events. How to engage with the College community.

CoB - approved

EB back 545pm

9 To consider new and existing policies as required.

Evolve

Process, Policy and Guidelines - lengthy document but serves as handbook for staff planning trips. For governor information only.

It is a Hampshire system which is now used across the country, is a program for approval. Principal approves every visit. Those deemed high risk go back to County to approve. Is comprehensive.

10 AOB

Areas for Audit committee to consider

Accountability - email. to FB. Can ask FB to delegate authority for future.

11 Impact, Action Review and possible visits

Impact

- Strong safeguarding practice demonstrated through proactive safety planning and inter-agency collaboration.
- Careers Week and International Women's Day events showcased exceptional student engagement and curriculum enrichment.
- Calendar of Business approved, supporting effective committee function.

Actions

- Consider how risk register is linked clearly to strategic plan and highlighted for committees annually.

12 Date of next meeting – TBC at July FB meeting