



**MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 5 OCTOBER 2022
at 6.00pm at the College**

Actions outstanding from Meeting on 5 October 2022

Item Reference	Action	Person Responsible	Date raised
1.7	FD to contact PLE to enquire if Safeguarding Administrator post could be made permanent.	PLE	18/05/2022
1.7	ND to advise staff the name of the Link Governor.	ND	05/10/2022
2.2	FD to contact LW to see if she can promote governance on social media.	FD	05/10/2022
2.3	ND to forward out SEF to Governors when fully completed.	ND	05/10/2022



Signed.....



**MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 5 OCTOBER 2022
at 6.00pm at the College**

Chair: Martina Forster; Headteacher: Nikki Doughty:

Members

✓	Martina Forster	(MF)	Chair
-	Geoff Dibble	(GD)	
✓	Debbie Shelley	(DS)	
-	Paul Widgery	(PW)	
✓	Natasha Goswell	(NG)	
✓	Nikki Doughty	(ND)	Head teacher

In Attendance

✓	Fran Davis	(FD)	Clerk
✓	Cat Hargreaves	(CH)	
✓	Lauren Palmer	(LP)	

1. Procedural Matters

Congratulations was given to ND on her appointment as Head Teacher.

1.1 Apologies for absence and acceptance/non acceptance.

GD unwell. PW is working away from the area. Apologies from both were accepted. NG was late due to traffic problems.



- 1.2 Declaration of Interest
None
- 1.3 Code of Conduct
Governors confirmed agreement to abide by the Code of Conduct.
- 1.4 Minutes from the last meeting dated 7 September 2022
Minutes were agreed as accurate
Actions outstanding:
 - FD to forward job description of the Governor Link roles to NG - **Completed**.
 - FD to contact PLE to enquire if Safeguarding Administrator post could be made permanent – **Outstanding**
 - Link Governors to be assigned to strands of the ADP at the next meeting. ND to advise staff the name of the Link Governor. **ND**
 - NG to be SEND Governor. Proposed by MF and seconded by DS.
- 1.5 Matters arising
None
- 1.6 KCSiE
All Governors have read and understood their responsibilities.
Governor safeguarding training available tomorrow (6/10)
- 2 Head Teacher Report
It was suggested moving forwards it would be helpful to split the report into areas and add page numbers for ease.

FD
ND



SEND

CH gave highlights from the report:

- A significant increase in EHCP's
- SEN P8 score was disappointing. However, interventions were put in place and many students sat exams which was a huge achievement.
- Transitions have been successful to next providers. Developing good partnership with BTC. All bar one student has transitioned onto further education.

Governors thanked CH for a detailed report and the work carried out for students.

It was asked if progress onto the next levels is monitored.

It is part of the Gatsby Benchmarks that destination data is monitored. We now need to consider how we obtain and incorporate this information.

CH outlined how the transition progress was managed between WSC and BTC.

It was asked how transition had been for year 9 students

CH advised it has been mixed with a lot of unidentified needs. There are 24 students on the SEND register which does not reflect the level of need identified before joining the college.

It was asked why need is not being identified in the students' previous schools.

There was a discussion on the set up of middle schools and how information is shared. However, ND confirmed they were expecting a level of need and the Trust have been supporting as well.

It was asked how many students have arrived without an identified need.

At least 10 are at a high level of need, some are now on the SEND register but incorrect referrals and assessments have hampered us.

Is feedback given to previous schools.

There has been a lot of change within those schools, but we cannot pinpoint a specific area.



However, ND has met with Head teachers and raised the transition problems and suggested further conversations take place on how the situation can be improved.

CH outlined the barriers to getting a diagnosis and the measures that are in place to improve SEND outcomes for our students.

- Limited ELSA provision and training for this is some distance away. However the Trust has two educational psychologists, one of whom can deliver ELSA training to 9 members of our staff.
- Introduced coffee mornings for parents whose children have SEND.
- Obtaining positive feedback from parents at SEN reviews.
- Parent Survey will be repeated shortly.

Safeguarding

CH welcomed feedback on the style of report as looking to revamp it to a similar format of the SEN report.

- Safeguarding team really strong
- JK has requested an up-to-date list of volunteers/Governors registered at the college.
- Good links established now with the food cupboard.
- Minehead Eye intervention work to be tracked with pre and post assessment to determine impact.

It was asked if there were any trends Governors should be aware of
Physical assaults, sexual harassment and sexual violence and mental health are our areas to develop. CH outlined strategies that have been put in place. It was also mentioned that student training could be made available for Yrs 12 and 13 for them to be able to offer guidance to younger students. Currently looking into costings etc.
It was noted by a Governor that historically middle schools had had ELSA trained pupils.



Children Looked After (CLA)

- 5 CLA over the school previously, this is now down to 1 this year in Yr 13.

CH outlined how support is given to CLA and gave an overview of the student and their needs.

It was asked if the workload was manageable. It is but if we lost JK it would be extremely difficult. We are keen to support our students but need resources and staff.

KS5 outcomes:

LP confirmed the results were not as we would have wanted but we have clear direction on what we want to achieve now.

- A Level VA by Entry -0.91
- 22 U grades received in final results (6 were projected).

Factors of Significant Impact was discussed:

- Inaccurate projections
- Significant underperformance in subjects with high numbers of pupils
- Student non-attendance at exams
- HPA male students underperforming.
- An unsuccessful blended offer with Bridgwater College
- A lack of understanding and experience of examinations and the preparation needed.

It was asked what the plan is for moving forwards We will work on consistency of delivery and make clear the detailed course expectations and focus for this year.

It was asked if all staff understand how this is going to be delivered. LP agreed it was essential for us to ensure teaching styles are married up. LP also explained what was learnt from last year's results and what actions have already been put in motion, we are determined not be in this position again.



It was acknowledged there is always a big jump from GCSE's to A level and students need to be prepared with skills and strategies introduced earlier.

LP agreed and shared the timeline for this cohort's students.

It was asked what the biggest barriers are
LP advised learners are not always able to undertake a programme of their choice as we have to balance numbers against need. Students are restricted to the courses that are on offer here. If they are interested in a different one, they would have to travel. It would be useful to have a blended offer for some subjects.

It was asked what was required to be able to offer Level 2 at the college
Need more students to fund offers as we have to be financially viable.
It was felt a Health & Social Care diploma would be useful.

It was asked about T levels
LP advised there is not enough industry in the area to support this and the course is Level 3 not a level 2.

KS4

ND gave highlights from the report:

- Disappointing results across all areas.
- Negative P8 – photography is worrying.
- English and Maths headline attainment figures were as projected.

It was noted by Governors there has been a disparity in predictions with English and Maths showing a reasonably significant gap - 58% and 35%.

ND advised the middle and upper levels had underperformed.

- PP analysis not available yet. Average point scores are looking positive compared to previous years.



- Grade boundary methodology contributed to inaccurate projections at DAP 3

Governors expressed concern about accuracy of predictions and why it was not picked up
ND agreed there was confusion over assessment methods and the pattern of reporting and outlined the key actions to improve outcomes.

Staffing update was given:

Attendance is at 88.2% but above national level.

- Free school meal student attendance is significantly lower than non-free school meal students.
- Attendance across the school is low and expectations need to be relaunched to ensure pre covid expectations are clear
- We are awaiting clarification of procedure and process from Local Authority
- Secured funding for motivation systems/rewards

It was suggested the rewards should be appropriate for students, perhaps inviting student feedback.
ND outlined the type of rewards being considered.

It was asked what was happening with students who do not want to come into college.
ND advised they are unpicking the cases but some are persistent absentees. We need a more rigorous system that is proactive rather than reactive.

Behaviour and Exclusions

- Suspensions are broadly in line with 2019 despite the school being open for the full academic year.
- Suspensions for verbal abuse have decreased.
- Persistent disruptive behaviour and physical assault are now the main areas of concern.
- Actions for improvement in behaviour for the autumn term was discussed.
- Whilst working on becoming a Trauma Informed School (TIS) we are also looking at training around ACEs (Adverse Childhood Experiences).



OA / WEBEP Update:

- AL has received the go ahead for the reading programme and funding has been agreed.
- ND meeting with Heads.

2.2 ADP

ND advised this plan was drawn up before she arrived at the college and therefore it needs some new input.

ND will be looking at KPI's and then work from this point. When re-drafted will meet with TG, Director of Education, to discuss how best to move it forward.

It was agreed Governors would be linked to the four Strands.

- Strand 1 – MF
- Strand 2 - NG
- Strand 3 - DS
- Strand 4 - GD

Governors were keen to arrange visits to the college and ND advised need some time and will be in touch with dates after the half term.

- PSHE – looking at delivery of this.

It was noted that more Governors are required for the LGB as ideally needs to sit with around 7 or 8. It was suggested putting the request into the newsletters and using social media more to promote this.

Governors also to be present at transitional meetings and open college events. ND is also looking into more community events being held at the college.

The Trust has a marketing Lead who has been assisting other schools with Governance promotion and it was felt useful to contact her.

- **Action** – FD to contact LW to see if she can promote governance on social media.

FD

2.3 SEF

ND advised the SEF has been tweaked and highlighted the document is a work in progress. When



it has been completed it will be forwarded to Governors.

Action ND to forward out SEF to Governors when fully completed.

ND

2.4 Gatsby Benchmarks Update

ND gave an overview of the report:

- Out of the eight benchmarks all but are two are fully completed.
- Benchmark 3 - destination data is needed to fully complete.
- Bench mark 8 – we need to meet and decide how we are going to move this section forward.

There is a mismatch with reading ages when students come here. We are therefore putting together a reading action plan.

3 **Admissions Policy 24/25**

ND advised there had been no substantial changes just the date had been changed.

MF proposed adopting the policy and DS seconded the motion.

4 **Date of next meeting – 8 Feb 2023 via teams**

Governors asked if it was likely Ofsted would be becoming shortly.
ND advised we are expecting them, but we have the SEF, ADP and a plan for when they call.

