



**EXMOUTH COMMUNITY COLLEGE  
FULL GOVERNING BOARD MEETING**

<b>Meeting 7 – Part I Minutes</b>			
<b>Date/Time</b>	Tuesday 16 <sup>th</sup> May 2023 4:30pm	<b>Location</b>	Conference Room 1 The Grange
<b>Attendees</b>	<b>Initials</b>	<b>Type of Governor</b>	
Mrs M Turgoose (Chair)	MT	Community	
Mr A Davis	AJD	Principal	
Dr E McGrath	EM	Community	
Mrs E Lee	EL	Community	
Mr P Netherton arrived at 5:45pm	PN	Community	
Mrs C Wellington-Smith arrived at 5:25pm	CWS	Parent	
Mr R Oates (teams)	RO	Parent	
Mr J Hill	JH	Community	
Ms E Dymond (teams)	ED	Community	
Mrs C Fegan	CF	Parent	
Dr D Wilkerson	DW	Parent	

<b>Apologies</b>	<b>Initials</b>
Mrs A Phillips	AP
Rev P Wales	PW
Mr G Bowen	GB
Mrs L Woodward-Drake	LWD

<b>Absent without Apology</b>	<b>Initials</b>
None	

<b>In Attendance</b>	<b>Initials</b>	
Mrs N Mann	NM	Governance Professional
Mr D Turner	DT	Deputy Principal
Mrs L Malton	LM	Deputy Principal
Mr T Inman	TM	Incoming Principal
Mrs H Miles left at 4:51pm	HM	Assistant Principal

<b>Part I</b>		
<b>1.</b>	<b>To agree between Part 1 and Part 2 of the meeting:</b> Agreed	
<b>2.</b>	<b>To receive and approve apologies for absence:</b> As above and these were accepted.	
<b>3.</b>	<b>Notice:</b> Governors confirmed receipt of notice of the meeting.	
<b>4.</b>	<b>Quorum:</b> Quorate	
<b>5.</b>	<b>Declarations of interest and any changes to Declarations of Interest:</b> There have been no further changes.	

<b>Meeting went into Part II</b>		
<b>4402/13.</b>	<b>Minutes</b> <b>a)</b> <u>To confirm Minutes of Meeting 18.04.23</u> The minutes were signed and agreed as a true and accurate record of the meeting.  <b>b)</b> <u>To consider matters arising from the minutes</u> Item 4388/14 – Minor change on page 6, line 9, absence to be amended to attendance. NM to make amendment on electronic minutes.	<b>NM Action</b>

	Item 4389/17 – CWS will complete link report for next FGB meeting.	CWS Action
4403/14.	<p><b>Update on current situation</b></p> <p>a) <u>Behaviour</u> The report from DT was noted.</p> <p>DT wished to congratulate Emma Butt, REACH/RTL team leader, and her team for their outstanding work they are doing in terms of managing the number of students within RTL and Internal.</p> <p>The core group of students continue to contribute to the increase in RTLs and there continue to be trends of truancy and not cooperating with staff from this group of students.</p> <p>There is ongoing concern for these students and their cycle of behaviour which could be linked to a delayed response from Covid.</p> <p>DT said year 7 and 8 have a core group of challenging students who are not responding to the curriculum or cooperating with staff.</p> <p>DT has made some changes to the format of the RTL and Internal rooms since Easter to offer more capacity for students.</p> <p>STEPS has been used less this year due to a lack in resources.</p> <p>DT has received suspension numbers for East Devon and Devon and reported although suspensions are high at ECC it appears other schools locally and across Devon are suspending more.</p> <p><b>Question:</b> JH asked as suspensions are a common theme across Devon, are schools working together to discuss how to move forward. DT said yes, ECC meets regularly with other local schools and alternative provisions are invited to these meetings to offer strategies and share experiences that may help. DT said he contacts the behaviour hub regularly.</p> <p><b>Question:</b> JH asked are the suspensions increasing as the impact of the sanctions is reducing for these students. DT said for the core group of students the impact of the sanctions has lessened, if you remove the core groups of students from the figures, there is a dramatic reduction in the number of RTLs, internal reflections and suspensions.</p> <p>DT reported the implementation of the rewards and behaviour policy needs to be more consistent from staff.</p> <p>DT said a review of the students that are not engaging with curriculum is required and considering what support can be put in to support them to access the curriculum, as suggested at a previous meeting this may be an alternative way to deliver the curriculum to these students.</p> <p>DT said he has reinforced with staff the key expectations, strategies to deescalate and restorative conversation.</p> <p><b>Question:</b> MT asked what support can be suggested for the large number of PP students receiving RTLs – they are clearly a greater proportion of those receiving sanctions. DT said these are some of the students that would benefit from the alternative delivery of the curriculum such as the students being based in one location to reduce their mobility across the site and help them to access the curriculum.</p> <p><b>Question:</b> MT said that this was discussed as an option at the last FGB. She asked whether this alternative delivery of the curriculum for these</p>	

students has been evaluated and whether a plan is in place. DT said it is an option under discussion at SLT to determine the best approach.

**Question:** EL asked are the core group of students across all year groups. DT said they are from year 7 through to year 11. Currently some students are accessing the discovery stream in KS3 and the ASDAN programme in KS4.

**Question:** MT said there is a particularly high level of students in year 8 with RTLs and internal reflections. DT said the students can become unsettled when their HOY is off and this may have contributed to the heightened figures. Sarah Leslie, HOY 8, has returned and the figures will be monitored over the remaining summer term. LM said the current year 8 students' are struggling with engaging in the school offering. The focus at the moment is on raising their literacy levels which could be at the root of the problem.

**Question:** EM asked are RTLs reviewed and teachers that tend to send students regularly identified. DT said RTLs are reviewed and there have been patterns and hot spots identified, last year there were more staff available to visit the hot spots, but due to a lack of capacity this year it could not be achieved.

**Question:** EM asked is there an alternative option for students to move to another classroom. DT said at ECC this is called parking and this does happen within departments.

**Question:** CSW asked has there been parental complaints in the community with regards to behaviour in certain year groups. LM said no, parents are contacting the College with concerns on inconsistencies in teaching rather than other complaints.

AJD reported parents from his recent parent tours fed back they were impressed with the College and on these occasions there had been no poor behaviour witnessed or students out of lessons. AJD said when students are engaging in their learning and attending their lessons, they are having a positive experience at ECC and the provision is improving.

**Question:** RO asked how much impact is there on lessons when teachers are going through the stages with students before issuing an RTL. DT said teachers are holding the line and delivering good lessons and this is achieved through the referrals to RTL. For the majority of students, they will ignore poor behaviour and continue to engage in their learning.

DT said for the core group of students, it is ensuring there is consistency, with an emphasis on praise, supporting them to access the curriculum and offering them a sense of belonging. CF said having a hub such as STEPs can offer a sense of belonging.

**Question:** TI asked has a student voice been obtained with the harder to reach students to help identify their concerns. DT said for year 11 the focus has been to build on positive relationships and offering them a sense of belonging. There are common themes for many of these students as they have chaotic lives outside of ECC, however with the support of STEPs, all students were in today to sit their exams.

LM said the team are reviewing the year 9 options and looking at alternative pathways for some students, but the common theme is that the students' literacy is poor and this is contributing to the students struggling to access their learning.

**Question:** MT asked is there additional support needed for literacy. AJD said the Literacy programme has been discussed at SLT and following a

	<p>review by the Head of English and Literacy co-ordinator across the Curriculum, it has been decided that next year the College will continue with Accelerated Reader in Years 8, 9 and 10 based on a review of outcomes where some improvement in some of these year groups was seen (though not as much as we hoped for). In Year 7 we will drop the programme due to lack of impact and engage in more reading for pleasure due to a sense of AR fatigue that seemed to be reflected from students since most of them now use it in their primary school. As stated above, we are not yet seeing significant improvements due to AR (though it is difficult to say what the impact of doing nothing would have been since there is no control group) and so we do need to ensure that AR is being implemented consistently both within English and across the College.</p> <p><b>b) <u>Attendance</u></b></p> <p>The report from DT was noted.</p> <p>Attendance is 89.5% and the average for Devon is 89.2%. DT said the College need to continue to push attendance towards 90%. DT added the suspensions contribute towards the overall attendance.</p> <p>Many attendance meetings are taking place with Pastoral team, HOY, EWO and parents.</p> <p>Year 11 students' attendance has been a challenge and this remains a key focus as we move into the exam period.</p> <p>DT said the College are mindful of how mental health issues can affect attendance and there has been a lot of support introduced this year for mental health.</p> <p>DT confirmed the students in Torlands have sat their exams today.</p> <p><b>Question:</b> MT asked what is being done about the particularly poor attendance in year 12. DT said the attendance in year 12 has dropped off and this is a concern. DT will be meeting with Ashley Dyer, recently appointed Assistant Principal, to discuss and understand why this may be happening. The attendance processes in Post 16 will be reviewed. LM said Ashley Dyer has prioritised attendance since he has joined the College.</p>	
4404/15.	<p><b>To receive reports from Committees</b></p> <p><b>a) <u>Resources Minutes 09.05.23</u></b> The resources minutes were noted and no questions were asked.</p> <p><b>(i) <u>Latest Management Accounts</u></b></p> <p><b>Question:</b> MT asked why there was an overspend from the budget in Month 6. AJD said the over spend was linked to a number of additional unexpected costs that had not been budgeted for, these were lift repair, asbestos removal, emergency lighting repairs, and gate repairs. But he said that overall the budget looked on track for the year end.</p> <p><b>b) <u>Link meeting reports</u></b> - there were none.</p>	
4405/16.	<p><b>Approve Term dates 2024-2025</b></p>	

	<p>The term dates are in draft format with Devon and ESW. LM is awaiting confirmed term dates before setting ECCs. This item will be postponed to the next FGB meeting.</p> <p><b>Question:</b> MT asked will the term dates be received this term. LM said yes if Devon finalise their dates.</p>	<b>NM to add to FGB agenda</b>
<b>4406/17.</b>	<p><b>Risk Register</b></p> <p>a) <u>Review scores for areas J1g, and decide if risks are to be accepted, mitigated or reduced</u> J1g – no change to scores</p> <p>b) <u>Consider any items for inclusion on the Risk Register – there were none</u></p>	
<b>4407/18.</b>	<p><b>Reports on Training undertaken by Governing Board to include 3 key points and Link Governor reports</b></p> <p>a) <u>New Governors Training</u> CF attended the online training session, CF said she felt proud and reassured the Governing Board were meeting the good practice that was discussed. The importance of having a clear focus when making visits in school and checking the health and wellbeing of the senior leaders were other items discussed.</p>	
<b>4408/19.</b>	<p><b>Policies for ratification by the full Governing Board</b></p> <p>The below policies will be carried forward for review at the next FGB meeting on 11.07.23.</p> <p>Adoption Policy Statement of Particulars (Teach and Non) DBS Policy Statements Maternity Policy Maternity &amp; Adoption Support Policy Redundancy Policy Shared Parental Leave Probationary Policy for School Support Staff Staff Consultation and Adjustments to School Staffing Structures Guidance Managing Sickness Absence Policy Grievance Policy &amp; Procedure</p>	<b>NM to add to FGB agenda</b>
<b>4409/21.</b>	<p><b>Review of Meeting</b></p> <p>EL shared thanks to the Staff and governors who contributed towards and attended the Elizabeth Lee Building opening event on Thursday. It was a fantastic opening and lovely occasion, the College, staff and students were incredible. Governors that attended shared their thanks and said they were proud to be associated to the College.</p> <p>EM thanked NM for her ongoing supporting the role of Governance Professional.</p>	

Meeting closed at 6:33pm.

Next Full Governing Board Meeting is 11.07.23 at 4:30pm