

AQUINAS COLLEGE

GENERAL PURPOSES COMMITTEE

Date: 10 July 2019  
Time: 4.30pm  
Venue: The College

GOVERNORS PRESENT

Dr P Beatty, Mr J Horan, Mr P Horton, Cllr T P McGee, Mrs J Miller, Miss K O'Callaghan and Dr A Smith.

Mr J Horan in the Chair

IN ATTENDANCE

Mr D Pearson           Principal  
Ms C Vitti              Vice Principal

1.     OPENING PRAYER

The meeting began with a moment of reflection.

2.     For the benefit of Miss O'Callaghan all of the Governors introduced themselves.

3.     APOLOGIES FOR ABSENCE

An apology for absence was received and accepted from Miss S Howard.

4.     DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

5.     MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 29 January 2019 were agreed as a correct record.

6.     MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered by the Agenda for the meeting.

7.     ADMISSIONS 2019/2020

Mr Horan asked how the process for the 2019/2020 admissions had gone. Mr Pearson replied that there had recently been two Taster Days for Yr 11 pupils with 524 on the first day and 508 on the second day. Invitations had been sent to 700 pupils for each day. Mr Horan asked how do the figures compare last year. Mr Pearson replied that they were similar.

Mr Pearson updated Governors on the latest position regarding admissions for 2019/2020. The target number for 2019/2020 would be around 2,270 students for September 2019. The college will be funded for 2,243 students in 2019/2020 based on lagged funding. Whilst the

numbers are critical for funding, what subjects the students opt to take is critical for curriculum planning.

Mr Horan asked what are the likely numbers in both L6 and U6 in September 2019. Mr Pearson advised Governors that the L6 figure will be around 1236 and U6 numbers around 1034. These figures will include 1175 new student broken down into category 1 students 616 and category 2 students 559. Mr Pearson added that he was confident that the numbers for September 2019 would reach the funded number.

Mr Pearson advised Governors that there had recently been Taster Days for Y10 pupils in schools where future student are likely to come from. Around 600 pupils from 12 schools had attended. The pupils had a full time table for the day based on the subjects that they had chosen beforehand. 100 pupils had come from 2/3 schools whilst the number from the Catholic schools which are smaller was less than 100 from each school. Mr Pearson added that staff from the various secondary school mixed with the college staff.

Dr Smith asked if the Yr 10 marketing was successful what impact will this have on future numbers. Mr Pearson replied that the secondary schools decided which students came to the Taster days based on i) the students choice, ii) schools choice – stretch/challenge and iii) the first 40 to respond to the invitation. Mr Pearson added that for the next 3/years it is likely that there will be more students wanting to come to the college. A number of sixth forms in schools in Stockport have closed i.e. Stockport Academy and Hillcrest, whilst Hazel Grove would be part of the Laurus Trust from September 2019.

RESOLVED: That the above strategies be noted.

Ms Vitti arrived whilst this item was being discussed.

## 8. ANALYSIS OF STUDENT WITHDRAWALS

Mr Pearson circulated a paper that showed the number of students who had withdrawn from the college during the 2018/2019 academic year broken down by L6 and U6. The information included students who had been on roll at the college for 6 weeks or more and also showed a breakdown of the reasons why students had left.

The analysis showed that there were 90 early leavers compared with 103 in the previous year. Mr Pearson advised Governors that the college always tries to ensure that students are on the right course for them. The majority of the early leavers were from Lower 6.

The breakdown on the reasons for students leaving early were as follows;

	<u>L6</u>	<u>U6</u>
Apprenticeship	16	1
Seeking Apprenticeship	5	0
Employment	5	5
Further Education	5	0
Other (46)	38	7
Unknown	<u>4</u>	<u>4</u>
Total	<u>73</u>	<u>17</u>

Mr Pearson advised Governors that there are many reasons why students leave the college. Those who left to take up apprenticeships or employment had a good reason for them to leave

the college. The category classed as Other includes those who have left due to illness/mental health issues. The college was still trying to track down the students shown as unknown.

Mrs Miller asked how did the college deal with those student who want to come back to the college. Mr Pearson replied that the student has a re-start interview to ascertain if the circumstances have changed and they are monitored closely. Mrs Miller asked if there were any repeat offenders and do students receive counselling. Mr Pearson replied that counselling was provided and that he would check to see if there were any repeat offenders.

Ms Vitti advised Governors that the college explores every possibility to help the students. She gave an example were a student had poor attendance because they did not want to be at the college but their parents wanted them to attend. Dr Beatty asked the Student Governor for her view. Miss O'Callaghan replied that the college had been brilliant in supporting those students who hope to come back to the college next year. She added that the transition from Yr11 in school to Yr12 at the college was difficult and she felt that more support was needed now that all A levels were linear. Cllr McGee indicated that at St James School she probably new everyone in her year group, whereas the college is large and you may not know many students in you tutor groups. Dr Smith felt it was a positive experience for going to university and employment in the future.

Mrs Miller felt that the first term is difficult for students and some have to catch up with the curriculum. Ms Vitti added that at assessment time some students start to "wobble". Mr Pearson advised Governors that students are invited to breakfast meetings where they can raise any issues that they may have. In addition when students are welcomed to the college they are re-assured about the challenges they face with a change to new subjects. Dr Smith felt that students were under social pressure and were competing in a competitive market.

Mr Horan asked about funding for students. Mr Pearson replied that there is a 17.5% reduction for those students who are over 18 years of age and return to the college. The reduction is because students over 18 years of age do not need pastoral support.

## 9. PUBLICITY

Mr Pearson circulated various literature about the college which is provided for students. This included the prospectus for 2020, an information guide for parents, cards to students on their birthday, information on bursaries and free school meals.

In response to a question from Governors Miss O'Callaghan replied that she had looked at other colleges and had read information from from them. However, because her secondary school is a feeder to the college she choose it. Mr Pearson added that 2 members of the student council had spoken to prospective students at the welcome meetings.

The Governors commented on the high quality of the publicity material.

## 10. ANY OTHER BUSINESS

Mr Horan's term of office as a Governor ends on 31 August 2019 and in view of the fact that he has not signed the new Code of Conduct for Governors he is unlikely to be re-appointed. Mr Horan advised Governors that he had received two letters from the Diocese one asking him to resign as Governor and another asking him to continue as a Governor. Mr Horan had written to Damian Cunningham at the Diocese regarding the Code of Conduct for Governors on 30 May 2019 and had not yet received a reply.

Mr Horan added that he thought the Diocese should have provided some training for Governors on the new Code of Conduct. Mr Pearson added that he thought training would now be provided.

Mr Pearson advised Governor that he had been in touch with Diocese in an attempt to resolve the issues surrounding the Code of Conduct for Governors. He thanked Mr Horan for his contribution to the college and wished him all the best for the future.

11. FUTURE NEXT MEETINGS

a) Next meeting 8 October 2019 at 4.30pm

b) Mr Horton indicated that he would not be able to attend the meeting and asked that his apology for absence be recorded.

Signed \_\_\_\_\_  
Chairperson

Date \_\_\_\_\_

AQUINAS COLLEGE  
EMPLOYMENT COMMITTEE

Date: 10 July 2019  
Time: 4.30pm  
Venue: The College

GOVERNORS PRESENT

Dr P Beatty, Mr J Horan, Mr P Horton, Mrs J Miller, and Dr A Smith.

Mr J Horan in the Chair

IN ATTENDANCE

Mr D Pearson           Principal  
Ms C Vitti              Vice Principal

1.     APOLOGIES FOR ABSENCE

An apology for absence was received and accepted from Cllr T P McGee

2.     DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

3.     MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 29 January 2019 were agreed as a correct record

4.     MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered by the Agenda for the meeting.

5.     EMPLOYMENT ISSUES

Mr Pearson advised Governors of the following;

a) Two members of the teaching staff had left at the end of May 2019 and that a severance payment had been agreed for 1 member of the support staff.

b) One member of the teaching staff was on long term sickness following an operation and that a member of the catering staff was also on long term sickness.

c) That a number of staff are leaving at the end of the academic year and replacements had been appointed.

d) There were 6 teachers on maternity leave and that these had been covered by 2 full time temporary replacements and part time cover.

6. GENDER PAY GAP REPORT

Mr Pearson introduced a paper that had been prepared by Mrs Blackburn and had been circulated to Governors prior to the meeting.

Governors noted that it is now a statutory requirement for any employer who employs more than 250 staff to undertake an annual gender pay gap analysis. The college had 269 staff including invigilators and the split was 180 (67%) females and 89 (33%) males. The college has a teaching staff split of 66% female and 34% male. Females on average earn more than males due to the fact that there are more females than males on management points. The snapshot date for the public sector was 31 March 2018. The College needs to report on the following:

- a) The mean gender pay gap
- b) The median gender pay gap
- c) The mean bonus gender pay gap
- d) The median bonus gender pay gap
- e) The proportion of males receiving a bonus payment
- f) The proportion of females receiving a bonus payment
- g) The proportion of males and females in each quartile pay band

The college does not pay bonuses to any staff. The support staff are entitled to an annual standards payment of £320 pro-rata depending on hours worked. This paid in December and so is not included in the March figures. It does not fall into the definition of bonuses for the purposes of Gender Pay Gap and is immaterial to the statistics. Therefore, the categories c, d, e and f above are not applicable.

Staff surveys are undertaken bi-annually as are staff exit interviews. The college has a policy of appointing the best candidate for the vacancy regardless of gender.

RESOLVED: That the report be noted.

7. DATE OF NEXT MEETING

8 October 2019 at 4.30pm

Signed \_\_\_\_\_  
Chairperson

Date \_\_\_\_\_