

AQUINAS COLLEGE
GENERAL PURPOSES COMMITTEE

Date: 13 October 2020
Time: 4.30pm
Venue: Virtual

GOVERNORS PRESENT

Miss A Aspacio, Dr P Beatty, Mr L Byrne, Mr P Horton, Mr G Hynes, Cllr T McGee, Mrs J Miller, Miss E Shutlewood, Dr A Smith and Mr M Taylor.

Mr P Horton in the Chair

IN ATTENDANCE

Mr D Pearson Principal

1. OPENING PRAYER/REFLECTION

The meeting began with a prayer led by Mr Horton

2. APOLOGIES FOR ABSENCE

An apology for absence was received and accepted from Ms E Urbancova.

3. 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.

4. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 9 February 2020 were agreed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered by the agenda.

6. IMPACT OF COVID 19

Mr Pearson advised Governors that the college had tried to re-assure both parents and students that students would have access to a full, high quality programme of study. He added that he felt that Year 11 students had left their school on study leave when Covid 19 had started and that they had not been given any subsequent work to do. Both schools and students had contacted the college asking if there was any studying they could do. As a result each subject area at the college had placed on the website work, research and exercises that students could undertake.

Enrolment usually takes place on site the week after students had received their GCSE results. This year each student was given an appointment with a member of staff for a 2 hour slot on the Thursday or Friday in the same week that the results were announced.

This had necessitated 35 staff coming in during the holiday period, these members of staff would be given 2 days leave in lieu.

There was a danger some students could have received inflated grades at GCSE and Mr Pearson advised Governors that any student that was close to the entry requirement of a course had met with staff. Some students had been placed on 4 rather than 3 subjects to allow them to select the most appropriate course after they had experienced it.

Mr Hynes asked if there was anything that the college would not repeat and had any good practice emerged. Mr Pearson replied that the telephone appointments had been a great success and was less intimidating for the students. It was felt that this process would be kept, with the addition of a face to face follow up appointment if necessary.

Cllr McGee asked if any students had needed to self isolate. Mr Pearson advised Governors that that there had been 2 cases of students with Covid 19 and that they were working at home. The college had contacted the DfE, LA and Public Health and track and trace, which was very time consuming. A member of the PGCE group in college had tested positive, so all the PGCE students in that bubble were self-isolating. The college had seating plans for all classes and students were seated a metre apart. A number of students were self-isolating due to Covid 19, the maximum number had been 67. Students who were self-isolating had been asked to access remote learning. Mr Pearson added that one college had over 200 students absent due to Covid 19.

Dr Smith felt that sixth form colleges were managing the situation better than other sectors. Mr Taylor added that in the case of universities there was a more social setting and that in Manchester the number of students at universities was high. Cllr McGee advised Governors that in Stockport Covid 19 was being transmitted in households rather than pubs or supermarkets.

Governors congratulated the college on how well it was coping under very difficult circumstances and that it should be proud of the way it had handled the situation.

7. ADMISSIONS 2020/2021

Mr Pearson advised Governors that the college had started in September 2020 with a longer soft start (induction period) for new students which had allowed all students to be met by a member of staff, face to face.

Mr Pearson advised Governors that the college had started the term with 2327 students on roll and that the college is funded on 2253 students. A number of students had dropped out for a variety of reasons including going back to their previous school, apprenticeships or transferring to another college. On average around 30 students drop out by the census date for funding which this year is 16 October 2020. Mr Pearson advised Governors that he would prepare a summary for the next meeting of why students had dropped out.

At the start of the term the actual number of students on roll was 2327 with a L6 of 1253 and U6 of 1045. In addition there was 29 pathway students. . The latest figures suggest that there will be around 2280 students with a L6 of 1227 and U6 of 1024. In addition there will be 29 pathway students. Fewer students had to resit English, 30 compare to 90 last year and Maths, 100 compared to 130 last year due mainly to Centre Assessed Grades being higher.

Mr Pearson advised Governors that the college will be better funded next year as a result of the additional student numbers. He added that the college would be full at around 2250 students. The college has increased its staffing levels in psychology, criminology and geography to take account of the additional students and it had to create additional classroom space. More students were also on the pure science courses.

8. ADMISSIONS 2021/2022

An Open Day had been scheduled for Saturday 26 September 2020 and Open Evenings in October 2020 but these had been cancelled because of Covid 19. These would now be virtual events. In addition the college had also been scheduled to attend year 10/11 assemblies at secondary schools but these had been cancelled. Information about the college had been sent on a memory stick to schools for use in Year 11 assemblies. A new website will be live from 30 October 2020 and it will be possible to take a virtual tour of the college. Each department had provided an overview of the courses it offers and the Students Council had been involved.

It was agreed that any requests for a tour of the school would be resisted unless there were special circumstances. Mr Pearson advised Governors that the college had made contact with Pendlebury which is a Pupil Referral Unit (PRU) in Stockport and a separate arrangement had been made with them.

The closing date for applications (which are online) for 2021/2022 is 30 November 2020. All category 1 students will have a telephone interview before Christmas 2020. Applications from category 2 students who have submitted their application forms by 30 November 2020 will then be assessed. All applicants will be notified whether or not they are being considered for interview. Students who are to receive further consideration will receive a letter before Christmas 2020 inviting them to an interview in January/February 2021. The telephone interviews for category 1 students starts next week

Mr Pearson reported that the following applications have been made or started:

350 applications 181 from category 1 104 from category 2 9 Pathway

When considering applications the college take into account the following:

- i) Commitment to study at the college
- ii) Appreciation of and commitment to the college's ethos
- iii) Wider interests and the contribution the applicant might make to the college community
- iv) A reference from school regarding application, attendance, conduct and punctuality
- v) Whether the applicant currently attends a school located in Stockport
- vi) Quality of application

Mr Hynes asked how do students with disabilities find it in college. Mr Pearson replied that Pathways students are only in college 4 days a week. There are 4 bubbles and the college is much quieter with only around 550 students on site at any one time. Dr Smith added that he had recently been in the college and that students were wearing masks, socially distancing and it all felt very safe. Mr Horton asked how the cleaning staff were coping with their additional workload. Mr Pearson replied that they work between 5.30am and 8.00am and that increased daytime cleaning had been introduced. Doors and windows are left open where possible and there are hand sanitizing stations around the college.

Further information on the number of applications for 2021/2022 would be available at the Governing Body meeting on 24 November 2020 and a further report would be given to the next General Purposes Committee.

9. COMMITTEE TERMS OF REFERENCE

A copy of the current Employment Committee Terms of Reference had been circulated prior to the meeting.

After a full discussion it was agreed that no changes were necessary.

10. PUBLICITY

Mr Pearson drew Governors attention to the material that had issued to Governors with the invitation to the meeting. It contained a link to the new College Prospectus for 2021/2022 which was on line. The prospectus had been designed in house. A great deal of time and effort had been put in to produce the prospectus. A new Careers Newsletter was also being prepared to send to parents.

Other promotional material included a memory stick with a narrated PPT to be used for Year 11 assemblies, postcards promoting the virtual open event and Aquinas personalised pens, pencils and mints.

11. ANY OTHER BUSINESS

There was no any other business.

12. DATE OF NEXT MEETING

22 January 2021 at 4.30pm

Signed _____
Chairperson

Date _____

AQUINAS COLLEGE
EMPLOYMENT COMMITTEE

Date: 13 October 2020
Time: 4.30pm
Venue: Virtual

GOVERNORS PRESENT

Dr P Beatty, Mr L Byrne, Mr P Horton, Mr G Hynes, Cllr T McGee, Mrs J Miller, Dr A Smith and Mr M Taylor.

Mr P Horton in the Chair

IN ATTENDANCE

Mr D Pearson Principal

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3. MINUTES OF THE PREVIOUS MEETING

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4. MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered by the agenda.

5. EMPLOYMENT ISSUES

a) Appointment of Additional Staff

Mr Pearson advised Governors that due to the increase in student numbers it had been necessary to appoint two additional part time teachers over and above what had been planned.

b) Appointment of Vice Principal

A discussion took place on the need to appoint a new Vice Principal following Ms C Vitti's appointment as Principal at Holy Cross Sixth Form College in Bury. It was anticipated that an appointment would be made for a September 2021 start. Mr Pearson advised Governors that in the interim staff within the college have taken on additional responsibilities. Mr A Bailey was Acting Vice Principal with responsibility for Pastoral and Ms C Phillips was Assistant Principal with responsibility for Quality, Curriculum and Teaching and Learning.

Cllr McGee reminded Governors of the need to involve Shrewsbury Diocese in all stages of the appointment process. He asked are there particular skills that would be needed by the new Vice Principal. Dr Smith felt that it was better to appoint the best person and other areas of responsibility can be adjusted and provide staff development where needed.

The Governors agreed the following the timescale for the appointment of a new Vice Principal would be as follows:

- | | |
|----------------------------|---|
| i) November/ December 2020 | Draft provisional advert, job description and person specification. |
| ii) January 2021 | Advert placed |
| iii) March 2021 | Shortlisting |
| iv) April/May 2021 | Interviews at the college |

Dr Smith reminded Governors that the appointment of a Vice Principal is the Governors responsibility taking into account the views of the Diocese.

Mr Pearson advised Governors that the supporting information for candidates is still available from the time when Ms Vitti was appointed but it will need to be updated.

Mr Horton reminded Governors that the Governing Body will need to decide who will be involved in the recruitment process.

6. COMMITTEE TERMS OF REFERENCE

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7. ANY OTHER BUSINESS

i) Mr Pearson advised Governors that 2 North West Colleges had been subject to Ofsted visits. Loreto College had shared the information following their visit. The main areas that the inspectors looked at were a) student experience during Covid 19, b) Health and Safety and c) Safeguarding. The findings could trigger a full inspection.

ii) The Governors asked Mr Pearson to convey their congratulations to staff on how well the college was managing under very difficult circumstances.

8. DATE OF NEXT MEETING

21 January 2021 at 4.30pm

Signed _____
Chairperson

Date _____