

**AQUINAS COLLEGE
GENERAL PURPOSES COMMITTEE**

Date: 10 October 2023

Time: 4.30pm

Venue: College

GOVERNORS PRESENT

Mr L Byrne, Mr P Horton, Mr M Matthew, Mr T McGee and Dr A Smith.

Mr P Horton in the Chair

IN ATTENDANCE

Mr D Pearson

Principal

Mr A Bailey

Vice Principal

1. OPENING PRAYER/REFLECTION

The meeting began with a prayer led by Mr Horton

2. APOLOGIES FOR ABSENCE

Apologies for absence was received and accepted from Mr G Hynes, Mrs J Miller and Mr M Taylor.

Mr McGee advised Governors that Mrs Miller had started a further treatment of chemotherapy but she was in good spirits.

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 4 July 2023 were agreed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

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

Mr Bailey arrived at this point in the meeting.

6. ADMISSIONS 2023/2024

Mr Pearson advised Governors that the college had started the term with 2449 students including 35 Pathway students and that the college is funded on 2395 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. The college had hoped that the number of student would be around 2425 which meant that the numbers were around the planned number.

At the start of the term the 2449 students comprised of 1346 in L6 and 1068 in U6. The figures now are 1329 in L6 and 1061 in U6. The latest figures suggest that there will be around 2420 to 2430 students on roll at the census date of 18 October 2023. This year there will be 35 pathway students in 4 classes which is similar to last year.

Mr McGee asked about class sizes. Mr Pearson replied that there had been no timetabling issues and the average class size is around 21 and the maximum size is 26 students. The more students on a particular course tends to increase the class size. No class size is considered to be too big. There are more re-sits in Maths 120 compared to 65 last year and in English 100 compared to 30 last year. This had resulted in the need to appoint an additional teacher for English. The college may put additional BTEC courses on in January 2024.

Mr Pearson advised Governors that the enrolment process had been slightly different this year. The college had looked at the entire programme of study rather than individual subjects for students which allowed them to select the most sensible combination of courses. This would reduce the number of course changes after the first few weeks. Modern Languages and Performing Arts (Drama and Music) are not very popular subjects this year.

Mr Horton asked is there an opportunity for students to change their course of study. Mr Bailey replied that the main aim is for the student to complete two years of study but the college will look at the university requirements and advise the student to speak to their teachers.

7. **ADMISSIONS 2024/2025**

Mr Pearson advised Governors that one Open Day had been held on Saturday 23 September 2023 another Open Day was planned for Saturday 4 November 2023. In addition, the college is also scheduled to attend school events and year 10/11 assemblies at secondary schools. The Open Day on Saturday 23 September had been well attended.

The closing date for applications (which are online) for 2024/2025 is 30 November 2023. All category 1 students will have a telephone interview before Christmas 2023. Applications from category 2 students who have submitted their application forms by 30 November 2023 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 2023 inviting them to an interview in January/February 2024. Offers to be made by February half term. The telephone interviews for category 1 students have started.

Mr Pearson reported that 93 category 1 students and 128 category 2 students had completed their statements. Another 398 students had started their application.

When considering applications, the college consider 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 Pearson circulated a paper to Governors for information that showed the position school by school in Stockport for the following:

- a) The number of students in Year 11 at September 2022
 - b) The number of students at the college in September 2023 from feeder schools
 - c) The percentage of Year 11 students that came to the college in September 2023.
- The figures in brackets indicated the ranking order in Stockport.

It was noted that a number of students from Priestnall School go to Parrswood High School, Loreto College and Xaverian College

Further information on the number of applications for 2024/2025 would be available at the Governing Body meeting on 28 November 2023 and a further report would be given to the next General Purposes Committee.

8. COMMITTEE TERMS OF REFERENCE

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

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

9. PUBLICITY

Mr Pearson advised Governors that there was nothing new this year. Both Open Days would be held on a Saturday morning. It was noted that Loreto College and Xaverian College hold their Open Days on a Saturday and a Sunday and have done so for many years.

The Roadshows at secondary schools would continue with staff from the college going into the schools. Mr Bailey added that the college had updated its presentation to these schools. Mr Pearson added that the college need to see how much time is being spent on these visits. Heads of Year 11 from 17 schools had been invited to the college.

Mr Matthew felt that the college may need to change its strategy when visiting secondary schools and suggested the possibility of having a short quiz included in the presentation. Whilst it was felt that it was a good idea, the setting in schools may preclude it taking place.

Mr Pearson advised Governors that for this year the college would not have done anything different. The aim for 2024/2025 would be to grow steadily. The new build would increase the max capacity at the college by 300 students. The real test is getting the conversion rates from applications right.

10. ANY OTHER BUSINESS

It was agreed that the Student Governors should receive hard copies of the papers for future meetings.

11. DATE OF NEXT MEETING

23 January 2024 at 4.30pm

Signed _____
Chairperson

Date _____

AQUINAS COLLEGE EMPLOYMENT COMMITTEE

Date: 10 October 2023

Time: 4.30pm

Venue: College

GOVERNORS PRESENT

Mr L Byrne, Mr P Horton, Mr T McGee and Dr A Smith.

Mr P Horton in the Chair

IN ATTENDANCE

Mr D Pearson Principal

Mr A Bailey Vice principal

1. APOLOGIES FOR ABSENCE

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2. DECLARATION OF INTERESTS

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3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 4 July 2023 were agreed as a correct record.

4. MATTERS ARISING FROM THE MINUTES

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

5. EMPLOYMENT ISSUES

a) Mr Pearson advised Governors that a member of staff had opted to go to an Industrial Tribunal claiming unfair dismissal due to disability. A meeting is planned between the two parties in November 2023, in hope that the matter can be resolved without going to a Tribunal. Mr Pearson added that if the case goes to a Tribunal it will not be held until 2025 and six days would be set aside for the hearing.

b) A member of staff on long term sickness has left the college and a small payment was made in lieu of notice.

c) Mr Pearson advised Governors that a teacher who is coming to the end of their probationary period is having some difficulty in meeting the high standards required at the college.

d) There has been a rise in absent rates for members of staff.

e) Mr Pearson reported that the college has been in touch with students whose attendance record had deteriorated.

6. **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.

7. **ANY OTHER BUSINESS**

Mr Horton asked who receives the Gender Pay Gap Report. Mr Pearson replied that the report was submitted to HMRC on an annual basis.

8. **DATE OF NEXT MEETING**

23 January 2024 at 4.30pm

Signed _____
Chairperson

Date _____