

AQUINAS COLLEGE

GENERAL PURPOSES COMMITTEE

Date: 2 July
Time: 4.30pm
Venue: College

GOVERNORS PRESENT

Mr L Byrne, Mr T P McGee, Mrs J Miller and Dr A Smith.

Mr L Byrne in the Chair

IN ATTENDANCE

Mr D Pearson Principal
Mr A Bailey Vice Principal

1. OPENING PRAYER

The meeting began with a prayer led by Mr Byrne.

2. APOLOGIES FOR ABSENCE

Apologies was received and accepted from Mr G Hynes and Mr M Taylor.

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 23 January 2024 were agreed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

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

6. ADMISSIONS 2024/2025

Mr Pearson advised Governors that 3076 students, which is the most applications that the college had received had applied to the college for a place in September 2024, this included 228 late applications.

Whilst a numbers of students had made multi applications to various colleges, 2049 students were holding an offer for the college. This number included 1133 category 1 and 916 category 2 students. The conversion rate is between 62% and 68% with an average of 65%, this would give between 1250 and 1300 students in L6. The U6 could be around 1200 students.

This would give a total of between 2450 and 2500 students excluding Pathway students (30), which is where the college wants to be. The funding for the year will be based on 2395 students.

Mr Pearson advised Governors that the total number at the start of the academic year could be around 2500 giving a total of 2450 students by the census date in October 2024. Mr Pearson reminded Governors that the number of students on roll on the census date determines the funding for the college for the next financial year. The college is likely to over recruit for September 2024 which could mean an increase in class size for some subjects. There are some specialist subject areas where it is not possible to increase the class size. The average class size is 27 students.

Many of those students who are shown as undecided did put the college down as their first choice.

Mr Pearson advised Governors that there were no major concerns and the college was on track to achieve the numbers outlined above. He added that he did not think there would be a need to go to the waiting list. Dr Smith asked if there were late applications from feeder schools. Mr Pearson replied that students at partner schools had no excuse for a late application because they are sent reminders of the date that the applications should be submitted. Category 1 late application would get priority over others on the waiting list.

The new build will not be completed by September 2024, whilst the new build would provide an additional 300 places it is not planned to increase by that number. The aim is for controlled growth over the next 5 years with an increase of 40/50 students per year. Mr Pearson advised Governors that the number of students in the cohort continue to increase until 2030. He added that both Loreto and Xaverian are increasing their capacity. It was noted that Stockport students mainly stay within Stockport at post 16.

Mr McGee asked if the recruitment of staff had been difficult. Mr Pearson replied that all colleges started the recruitment process earlier than normal to enable them to appoint the best staff. He added that one member of staff had submitted a late resignation and had asked to be released early. The college had agreed that they could be released if a suitable appointment could be made. However, it had not been possible to appointment.

RESOLVED: That the above strategies be noted.

7. PUBLICITY

a) Mr Pearson circulated sample of the ways in which the college publicises what it has to offer. These include the College Prospectus, College Magazine, Adult Education Prospectus and flyers, good luck and birthday cards, pens and pencils.

b) Website - Mr Pearson advised Governors that a new college website would be launched early next year. A redesign, in conjunction with a strategic plan, will help to prune the site so the content is relevant and useful to our website visitors.

c) Open Days – The college reviews its message to prospective students in terms of results and personal development. The college is performing as well as other colleges in the area. Mr McGee added that the college must take nearly all the cohort in Stockport. Mr Pearson replied that the college takes about 70% of the Stockport cohort plus students from High Peak, Buxton, Tameside and other areas in Greater Manchester.

Mr Pearson advised Governors that the more able students will make applications to Aquinas, Loreto and Xaverian. 1702 students put the college down as their first choice and 1230 students accepted invitations to the Welcome Days. Dr Smith added that the majority of students in Greater Manchester want to attend Catholic sixth form colleges.

Mr Bailey advised Governors that meetings had been held with Heads of Year in the local secondary schools to explain what the college has to offer. Meetings had also been held with Careers Advisers. The meetings had addressed some of the myths that exist about the college. Mrs Miller added that the Laurus Trust in Cheadle Hulme are targeting students who would normally go to St James RC High School. Mr Pearson advised Governors that the college usually take about 100 students from Harrytown RC High School and 70 students from St James RC High School. Mr Bailey referred to a non Catholic school in Chapel-en-le-Frith where students are unlikely to progress to sixth form education and where families do not encourage them to pursue education. He added that Mrs Taylor, Head of RE at the college was working with feeder schools on what the college has to offer,

8. ANY OTHER BUSINESS

a) Policy Reviews.

The following policies had been reviewed by members of the Committee:

- i) Safer Recruitment ii) Staff Code of Conduct iii) Data Protection
- iv) IT Acceptable Use including AI v) Behaviour

RESOLVED: That the above policies as amended be recommended to the Governing Body for approval.

The Equality, Diversity and Inclusion policy had still to be reviewed.

The Chairperson thanked everyone for attending the meeting and hope that they had a good summer.

9. DATE OF NEXT MEETING

8 October 2024 at 4.30pm

Signed _____
Chairperson

Date _____

AQUINAS COLLEGE
EMPLOYMENT COMMITTEE

Date: 2 July 2024

Time: 4.30pm

Venue: College

GOVERNORS PRESENT

Mr L Byrne, Mr T P McGee, Mrs J Miller and Dr A Smith.

Mr L Byrne in the Chair

IN ATTENDANCE

Mr D Pearson Principal

Mr A Bailey Vice Principal

1. APOLOGIES FOR ABSENCE

Apologies was received and accepted from Mr G Hynes and Mr M Taylor.

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 23 January 2024 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 reminded Governors of the previous minutes that recorded that a member of staff had opted to go to an Employment Tribunal claiming unfair dismissal due to disability. An arbitration meeting between the two parties was held in November 2023 to try and resolve the matter without going to an Employment Tribunal. No agreement was reached at the meeting with the two parties some distance apart.

The employee's union were claiming a significant sum in compensation, an offer was made by the solicitors that the insurers deemed reasonable but this was rejected. Mr Bryne asked if the insurers were prepared to increase the offer, Mr Pearson replied that they were not prepared to increase the offer. A date for an Employment Tribunal was therefore set for the middle of January 2025, with 6 days set aside for the hearing. Prior to that there would be a further meeting for the tribunal to agree the parameters of the case.

Mrs Miller indicated that she would be willing to take part as did other members of the committee if there was need for the employment committee to become involved. Governors re-iterated that their role was to oversee staffing and employment policy but the implementation of the policy was the responsibility of the Principal.

Mrs Miller asked Mr Pearson where did he get his support from. Mr Pearson replied that he gets support from Mr McGee, and from his SLT.

Mr Pearson undertook to get an update from the solicitors for the next meeting of the committee.

The Chairperson thanked everyone for attending the meeting and hope that they had a good summer.

6. DATE OF NEXT MEETING

8 October 2024 at 4.30pm

Signed _____
Chairperson

Date _____

AQUINAS COLLEGE

EMPLOYMENT COMMITTEE

Date: 2 July 2
Time: 4.30pm
Venue: College

GOVERNORS PRESENT

Mr L Byrne, Mr T P McGee, Mrs J Miller and Dr A Smith.

Mr L Byrne in the Chair

IN ATTENDANCE

Mr D Pearson	Principal
Mr A Bailey	Vice Principal

1. APOLOGIES FOR ABSENCE

Apologies was received and accepted from Mr G Hynes and Mr M Taylor.

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 23 January 2024 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 reminded Governors that a member of staff had opted to go to an Employment Tribunal claiming unfair dismissal due to disability. An arbitration meeting between the two parties was held in November 2023 to try and resolved the matter without going to an Employment Tribunal. No agreement was reached at the meeting with the two parties some distance apart. The Employee was being represented by her Union.

Mr Pearson instructed the solicitors not to give up on reaching a settlement and to remain in contact with the ex-staff member and their representative to see if further work and hurt could be avoided, allowing the ex-member of staff to move on. In response to this their representative has suggested that their preference in this regard would be to work with the

employment committee through our solicitors. No further contact had been made and this proposed course of action had not progressed any further. Mrs Miller indicated that she would be willing to take part as did other members of the committee should it proceed in this way.

A date for an Employment Tribunal has been set for the middle of January 2025, with 6 days set aside for the hearing. The employee was claiming a breakdown in relationship with the college. The employee's union were claiming £95,000 in compensation, an offer of £10,000 has been made but this has been rejected. Mr Bryne asked if the insurers were prepared to increase the offer of £10,000. Mr Pearson replied that they were not prepared to increase the offer.

Governors re-iterated that their role was to oversee the policy but the implementation of the policy was the responsibility of the Principal.

Mrs Miller asked Mr Pearson where did he get his support from. Mr Pearson replied that he gets support from Mr McGee, Mr Bailey and Ms Barlow (Director of Human Resources).

Mr Pearson undertook to get an update from the solicitors for the next meeting of the committee.

The Chairperson thanked everyone for attending the meeting and hope that they had a good summer.

6. DATE OF NEXT MEETING

8 October 2024 at 4.30pm

Signed _____
Chairperson

Date _____