

Education Committee Minutes

Meeting	Education Committee	Date	16 th November 2023
Location	Executive Boardroom, Broadstairs College	Time	2.30pm
Membership	John Korzeniewski (JK, Chair), Graham Razey (Chief Executive Officer, CEO), <i>Ella Brocklebank (EB)</i> , Jason Howard (JH), Natalie Garner (NG), Peter Troke (PT), Luca Fasulo (LF), Helen Hammond (HH), Tammy Mitchell (TM)		
In Attendance	Lucy McLeod (LM) (Deputy CEO) Neala Whybrow (NW) (Executive Director of Education) Nick Holbrook-Sutcliffe (NH-S) (Executive Director of Curriculum and Standards) Rhona Williams (RW) Managing Director of EKC Training Sharon Hollingsworth (SH) (Group Director of Governance) Georgia Shelton (GS) (Minute Clerk) Paul Butler (Observer) External Board Reviewer (By Teams).		

(Italics denotes absence)

	ITEM	COMMENTS	ACTION
1	Welcome and apologies for absence	The Chair welcomed members to the meeting, and introductions were made. Apologies were received for Ella Brocklebank, Natalie Garner, and Jason Howard.	
2	Declarations of Interest	There were no additional declarations to the meeting than those declared as standing.	
3	Minutes of the meeting held 15 June 2023 including any confidential minutes	The minutes of the Education Committee meeting held on the 15 th June 2023 were reviewed and approved as an accurate record and duly signed by the Chair. NW explained that the interim Head of Student Experience would be actioning comments made at the last meeting regarding training on gender identity.	

4	Matters Arising not covered by this agenda:	There were no matters arising.	
5	Terms of Reference for the Education Committee	<p>The Group Director of Governance summarised the amendments made to the Terms of Reference and asked for comment on these. The Committee were comfortable with the presented changes.</p> <p style="text-align: center;">APPROVED- The terms of reference for the Education Committee.</p>	
6	Curriculum and Recruitment Update	<p>The Chief Education Officer summarised the content of the curriculum and recruitment update 2023-24 and asked for comment.</p> <p>A governor suggested that the House of Commons Select Committee report contained several suggestions regarding T-Levels. It was questioned whether the DFE will take these suggestions onboard. It was reported that we do not know whether these changes will be taken onboard by the DFE, but the Group intend to implement a number of these.</p> <p>It was asked if those T Levels that had been delayed would be reinstated into the plan. Hair & Beauty is to be reinstated, but Catering does not yet have a published commencement date.</p> <p>It was questioned whether the enrolment of students above target numbers has caused any difficulty across the Group. It was reported that this has been challenging due to the growth in English and maths, growth in students with gaps in learning, and growth in students with additional barriers to learning and engagement. Despite this, equipment has been allocated where needed, and additional staff resources have been put in place quickly.</p> <p>A governor suggested that outcome recognition has been challenging nationally; what is the impact of micro-accreditations, a form of credentialling for partially completed T Levels, on this. It was suggested that this would not have a huge impact on young people, and that if colleges are well prepared, they will not need to provide micro-accreditations.</p> <p>It was questioned what the Group's opinion on the advanced British standards is. These have merit to them, but there are still many unknowns.</p>	

		<p>There were no further questions and NH-S was thanked for his report.</p> <p style="text-align: center;">NOTED: Curriculum and Recruitment Update</p>	
7	Apprenticeship Provision	<p>Rhona Williams joined the meeting at 14:51.</p> <p>The paper was summarised, and the following questions were asked:</p> <p>There is a small proportion of apprenticeships in Broadstairs, is this due to a lack of opportunity. RW explained that it is mainly due to crossover with Canterbury, as well as college size.</p> <p>Growth in apprenticeships in Dover was noted, and it was suggested that this is likely due to the enthusiasm from the Principal and the local board members, and their willingness to embrace this change.</p> <p>The change in how apprenticeship achievement is reported was explained; RW noted that while this may result in lower achievement rates for 22/23, this is still expected to remain above national average.</p> <p>It was explained that a problem within apprenticeships is retention, and this is likely due to courses such as plumbing and electrical which are both four-year programmes. Due to the length of these courses, students leave due to difficulty, commitment, and employment opportunities with their apprenticeship provider.</p> <p>Governors questioned why 19% of apprentices disagree that 'Off the Job Training takes 20% of the apprenticeship time.' RW suggested that this is audited regularly to ensure that students are given time to complete the required off the job training, but it may be that employers are not always releasing staff to do this.</p> <p>The Chair thanked RW for the clear and helpful presentation.</p> <p>Rhona Williams left the meeting at 15:20.</p>	

		NOTED: Apprenticeship Provision Overview and Update	
8	Education CPIs for 2023-24	<p>The Chief Education Officer summarised the Education CPIs for 2023-24.</p> <p>NH-S explained the methodology employed to create the CPIs.</p> <p>A governor noted how Full Cost delivery consistently underachieves, and it was questioned what could be done to challenge this. NH-S reported that the data used to determine this is in line with the Group's budget packs; all undelivered areas were stripped back and challenged within curriculum groups.</p> <p>The Committee requested NH-S to report back at the next meeting on what the Group will be doing differently to achieve the full cost recovery target. To include a discussion on what curriculum can be offered that has not already, and why 20% growth is expected.</p> <p>It was suggested that in response to some lack of student awareness around student bursaries, parent information evenings have been taking place at Canterbury College. These are being rolled out at the other business units, also.</p> <p>To tackle some low attendance, the pilot of a text message system in which students and parents are contacted when students do not attend, will be taking place from the 20th of November, across the Group.</p> <p>The Committee requested that NH-S revisit CPI A03, number of new full-time applications made by young people and CPI A07, apprenticeships overall achievement rates prior to presenting the Education CPI's 2023-24 to the full governing body on 12 December 2023 as they are lower than last year and do not appear ambitious enough.</p> <p style="text-align: center;">AGREED: Education CPI's subject to amending CPI A03 and CPI A07</p>	<p>NH-S</p> <p>NH-S</p>
9	2022-23 Self-Assessment Report	The Chief Education Officer summarised the SAR and QAR:	

	and QAR for Further Education	<p>It was suggested that the process of creating a SAR following an Ofsted Inspection presents challenges and is not something that the Group has done before; it is important to avoid contradicting the inspection report.</p> <p>The Chair suggested that while governors do require a base document to fulfil their duty, the Ofsted Inspection Report has made the production of the SAR challenging and the documents of most value are the local college priorities and performance against these; however it was noted that the local college priorities are not presented to the Education Committee, which is why a QIP is required.</p> <p>Governors suggested that writing a SAR following Ofsted was not a beneficial use of executive time. It is important to look at outcomes and, while a Group view is required, local issues should be the focus at this time.</p> <p>It was suggested that during the next governor strategy event, time is provided to interrogate data at a microlevel and investigate where the college level challenges are. A discussion around how to create better dialogue between the Local College Boards and the Education Committee, would also be beneficial.</p> <p style="text-align: center;">APPROVED: The 2022-23 Self-Assessment Report.</p>	JK/SH
10	2023-24 Quality Improvement Plan for Further Education	<p>The QIP was summarised and discussed among the committee.</p> <p style="text-align: center;">APPROVED: The 2023-23 Quality Improvement Plan.</p>	
11	2023-24 Progress against the Quality Improvement Plan (QIP) for the Nurseries	<p>The Deputy CEO summarised the Nursery QIP, and noted the clear focus on staff recruitment, retention, and development.</p> <p>Governors emphasised the importance of partnerships, and the nurseries working closely with the schools within the Trust and suggested that this continue to be a focus.</p> <p style="text-align: center;">APPROVED: The EKC Schools Trust Nursery QIP.</p>	

12	Annual report on student exclusions	<p>The Executive Director of Education summarised the annual report on student exclusion and highlighted the following:</p> <ul style="list-style-type: none"> - The individual number of stage 3s has significantly dropped since the previous year, however the % that converted into exclusions has slightly increased. The report has not previously reported on Junior College, meaning that there is no previous data. - Attendance is one of the greatest causes for exclusion, despite having decreased from previous years. <p>Broadstairs Junior College has a higher number of suspensions than Folkestone and Canterbury; a governor queried if there is a reason for this. Broadstairs is the only one of our colleges which runs on the old model, whereby we take learners in all curriculum pathways and infill them into 16-18 learning. This has led to some pockets of student recruitment which have proved challenging. This could also be impacted by Broadstairs having a larger cohort, with them spread across a wider range of curriculums, making it naturally more challenging to manage.</p> <p>It was questioned whether the previously mentioned problems are why other colleges do not provide Junior Colleges. These students are funded at college rates, despite being given a school service, which makes it financially unviable. Despite this, it is imperative that students are provided with this service, which is why our group aims to provide this at all campuses.</p> <p>A governor questioned why a student at Spring Lane was given a 29-day exclusion. NW explained the context and suggested that changes to the system used to track exclusions will ensure that similar events do not happen in the future.</p> <p style="text-align: center;">NOTED: Annual report on student exclusions.</p>	
13	Annual student progression and destinations report (at Group level)	<p>The Executive Director of Education summarised learner destinations for 2022/23.</p> <p>The achievement gap between looked after children, and those in care has narrowed, with also a reduction in positive destinations due to a higher number of unknowns. The reasoning behind this will be investigated.</p>	

		<p>It was suggested that the level 3 offer is male heavy due to the curriculum offer. Discussions are being had around what curriculum could be offered to female students to address the issue. The chair explained that the structure of their board meetings will be changing; with the meetings being extended to allow monitoring to take place in the middle.</p> <p>Due to the absence of the Ashford, Folkestone, and Sheppey chairs, their summaries were deferred to the next meeting.</p> <p style="text-align: center;">NOTED: Feedback/Minutes of the Local Boards</p>	
15	Any Other Business	There is no other business.	
16	Matters Considered Confidential	There are no matters considered confidential.	
17	Date and Time of Next Meeting	Thursday, 29 February 2024 at 2.30pm, Folkestone College	

There being no further business, the meeting closed at 16:38.

Signed: John Korzeniewski

Print: John Korzeniewski

Date: 29/2/24