

BASSINGBOURN VILLAGE COLLEGE

Minutes of the Local Governing Body meeting held on 16th March 2023

Present:	Will Clayton (WC) – LGB Chair Sarah Anderson (SA) Nik Cuniffe (NC) Alison Maley (AM) Charlotte Fernandes (CF)	Vickey Poulter (VP) Mike Urquhart (MU) Laura Sims (LS) Jo Lambert (JL) Liz Lock (LL)
Chair of Meeting:	Alison Maley (AM)	
Also in attendance:	Vanessa Larkins (VL) (Associate Member), Representatives of the student body (2 x yr9, 2 x yr11)	
Minutes:	Recorded for the meeting, and then typed by Sue Smith (SS)	

	ACTION
<p>1. Apologies</p> <p>Apologies were received from Sarah Anderson, Charlotte Fernandes and Sue Smith. Due to illness, it was agreed that this meeting be recorded and governors attend remotely.</p>	
<p>2. Introductions – student ambassadors</p> <p>Introductions were made to 2 year 9 environmental ambassadors. They explained the work they have been doing as ambassadors to date and their plans for the future, including the withdrawal of all plastic bottles from the canteen, recycling projects, educating students about what can and can't be recycled, an outdoor classroom and planting of tree saplings. The environmental ambassadors asked for support with funding for a water fountain in the sports hall, and bigger recycling bins for outside use. VP advised that the student ambassadors could be involved in future discussions with the waste contractor and she will speak to the Trust about this. The students thanked the governors who had loaned tools and donated seeds which will be used during the Year 8 curriculum day on 21st March. Governors thanked the environmental ambassadors for their clear presentation, and confirmed they would provide their support where appropriate.</p> <p>2 year 11 College Captains and Heads of Student Council, introduced themselves and advised Governors of their fundraising events and student voice ideas they have. Governors asked whether student voice is to be made more visible, and the student representatives advised that their plan was to have a representative from each mentor group in years 7-11 (5 mentor groups in each year group). Governors asked whether, given the current financial climate, fundraising is more difficult and whether they needed any ideas or support regarding this. The Student Council have discussed various ideas including non-uniform days, Easter egg hunts and raffles with funds being shared with local charities.</p> <p>Q: What access do you have to the school's Leadership team so you can get your ideas across to them? A: A member of staff oversees the Student Council, and they help get meetings booked with Ms Poulter so we can discuss our ideas with her.</p> <p>Q: How can you ensure that all students' voices are heard and how difficult will this be if there are more members of the Student Council? A: There is currently a member</p>	

<p>of staff overseeing the whole Student Council, plus one member of staff overseeing the year 9 group (environmental ambassadors), therefore we could see whether other staff would be interested in taking on overseeing the other year groups, enabling better organisation. We do need to improve student voice between year groups, and we have looked at doing this through forums and student surveys.</p> <p>The students were thanked for their presentations and left the meeting along with Vanessa Larkins.</p>	
<p>3. Declaration of Interests</p> <p>There were no declarations of interest.</p>	
<p>4. Minutes of last meeting and matters arising</p> <p>The minutes of the meeting held on 26th January 2023 were agreed and are an accurate account.</p> <p>Whilst there were no matters arising from the last meeting, the governors' decision regarding the request to change the uniform policy with respect to nose piercings as presented by students in November, did need to come back to the meeting. The governors discussed the health and safety implications regarding nose studs for practical subjects, medical issues and infection risks. A vote was taken, with 5 governors declining the motion to change the current uniform policy, and 2 abstaining. WCI will write to the students via the Head of Year 11 to advise them accordingly, and thank them formally for their presentation.</p>	<p>WCI to write to students</p>
<p>5. Inclusion Blueprint</p> <p>This Blueprint has been shared with Governors prior to the meeting. This is the 3rd out of the 4 Blueprints being developed by the Trust. VP advised that the Leadership team had gone through this Blueprint and allocated what they felt the criteria should be. The Blueprint will be discussed at the link governor meetings, and tested out during the Peer review process. VP walked the Governors through the document, and explained how it fits in with the School Improvement Plan.</p> <p>Q: Do you have a list of the criteria? A: VP will share a screenshot with Governors of the app that the Trust use for these Blueprints with the criteria on, but this is a discussion document to be shared at a physical link governor meeting.</p> <p>WCI advised governors that the Risk Register no longer needs to be discussed at the LGB meetings for the time being.</p>	<p>VP – screen shot to be shared.</p> <p>Take off RR from all future agendas.</p>
<p>6. KPIs.</p> <p>The KPI report was circulated prior to the meeting. Attendance figures are in line with National figures and the Trust figures. Behaviour and Safeguarding logs have decreased from before Christmas, and these are tested out and discussed at length during the safeguarding link meetings with MU, VL and VP.</p> <p>Data point report : VP advised governors that it is very difficult to compare figures year on year due to the normal distribution changes to the grade boundaries.</p> <p>Questions had been asked beforehand and answers are attached to these minutes. VP discussed these questions and answers with governors during the meeting.</p> <p>Q: How the results of the mock exams compare to the results of the real exams? A: Difficult to compare these results as the practice exams do not include whole papers and therefore don't represent the whole 2-year course. The practice exams are for students to</p>	<p>Questions/ answers to be attached to minutes</p> <p>All questions in future</p>

<p>gain experience of the exam setting and for staff to find out where the gaps are. We will need to go through each individual subject to gather this information.</p> <p>Q: We wouldn't want you to go through each individual subject, but from a governor's perspective, we seek reassurance that the assessments which are being made during the year are matching something that is an external assessment. Are there mechanisms in place to ensure this? A: Yes, there are discussions with the line managers where we look at comparisons.</p>	<p>should be sent to all governors</p>
<p>7. Admissions 2023/24</p> <p>The first round of applications for September 2023 has been allocated. PAN is 125, and we over-admit usually to 140 in year 7. This year, we have over-admitted to 154. The second round of applications is still to be completed. VP advised that over-admitting at this stage will allow for applications that will be declined between now and the start of the new academic year.</p> <p>Q: Has there been any discussion on increasing the PAN? A: Staffing would be an issue if PAN is increased as we wouldn't have enough staff in each department for another class.</p> <p>Q: Where are the applications coming from? A: A number of our out of catchment students come from Hertfordshire and Bedfordshire.</p> <p>Q: What happens if these admission numbers stay high, and we don't lose any between now and the start of the new academic year? A: We will have to fit them in. We haven't been in that position before. Not all the applications are first choices for BVC so we are aware/anticipate that we will lose some.</p>	
<p>8. Complaints/GDPR</p> <p>There have been none.</p>	
<p>9. Link Governor feedback</p> <p>Link governor meetings have taken place for Safeguarding, Inclusive Curriculum and Inclusive Leadership sections.</p> <p>Discussion took place regarding the pressures on staff and in particular the Achievements Leaders. WCI and SA have come into school to meet with members of staff recently which he hopes will continue with other governors taking part if possible.</p> <p>The Health & Safety report had been shared. WCI's H&S visit has been scheduled before the end of term.</p> <p>A question was submitted prior to the meeting regarding the Riddor incidents reported in the H&S report and specifically how the 2 departments were reviewing their risk assessments. VP advised that external audits have taken place in these department, and specifically looked at risk assessments which the auditors were very happy with.</p> <p>Q: If there is a policy or process in place with regards to the powercut last week?</p> <p>A: There is a critical incident plan which covers this incident. Unfortunately our systems are reliant on power, but we have reviewed the processes and will share this updated plan with governors.</p> <p>Q: Is there any way wifi can be improved? (referring to issue with weak wifi signal at tonight's meeting, and also outage on Monday following the powercut) A: will report the weak signal tonight back to ICT. The issue we had at the beginning of the week was due to a hardware issue following the power cut and we had to source a replacement part.</p>	<p>Send updated Critical Incident plan</p> <p>Report weak wifi signal</p>

10. Trust Feedback WCI advised that a new Head of Primary Learning has been appointed, and a reminder that the Risk Register should be removed from the LGB agendas for the time being.	
11. Staffing update JL leaves the meeting for this agenda item. VP provided the governors with a staffing update including confirming the appointment of a new Vice Principal starting on 1 st May, and also talked the governors through the current vacancies.	Exit interviews to be organised
12. AOB VP advised the governors that the school's current MIS provider, Progresso, are withdrawing from the market from September. We are looking at Bromcom which is currently being used in the primary schools within the Trust and is a very comprehensive package. Includes a payment section and parents' evening section all within the 1 app. There is a set up cost, but annual costings are similar to Progresso. The Trust will be helping with the set up and migration to the new system but BVC is the first secondary school within the Trust to look at moving to Bromcom due to Progresso withdrawing from the market.	

Meeting closed at 7.50pm
Next meeting: 04.05.23 7pm

Chair

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
4	WCI to write to students re: nose studs	20.03.23	WCI
5	Screen shot to be shared of app for Inclusion Blueprint criteria	With minutes	VP
5	Take off Risk Register from future agenda	immediate	SS
6	Questions/Answers for KPIs to be circulated	With minutes	VP
9	Send updated Critical Incident Plan	With minutes	SS

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
All questions to be shared with all governors			

LGB questions

Practise Exams

Question

Chemistry APS (average point score) has dropped over that for 2022 and for less students. What are the reasons for this?

Answer

The Practice Exam last year was based on a mean average of the 2019 and 2021 grade boundaries. This year they were based solely on the higher 2019 boundary.

Question

Synergy science is more subscribed than previous years - I note there are 2 x the numbers of students in 2023 versus 2022. What are the reasons for this?

Answer

Previous results show our students make more progress on the Synergy Paper. A student of average ability in Science is likely to achieve higher grades in this combined paper than if they sit three separate exams. A natural weakness in one of the sciences on the Synergy paper will be averaged out by the other 2 sciences. This same weakness when exposed to a paper specific in this science could (and does) result in a lower grade. The Science team in conjunction with the leadership team made the decision to advise students and parents which course best suited them. This has led to more students taking synergy science.

Question

The increased numbers of students taking synergy seem to be significantly behind those in 2022 (APS score of 3.86 vs 4.86). What are the reasons for this and is the intention to try and bridge the gap? If so how?

Answer

Same as above – different grade boundaries being used.

Question

Whilst computing has increased its APS score from last year, it still seems to deliver a rolling average of c. 50 to 60% students passing with 40 to 50% students not. Is there anything that can be done here?

Answer

These are practice exams – this year the Computer comparison at this time is much better than last year.

The GCSE results last year compared to the Practice Exams

(9 to 7 GCSE 26.92, Practice 4.00 – increase 22.92)

(9 to 5 GCSE 61.54, Practice 12.00 – increase 49.54)

(9 to 4 GCSE 69.23, Practice 36.00 – increase 33.23)

If these increases were applied to this year's practice exams (9 to 7 - 23.81) (9 to 5 - 33.33) (9 to 4 - 57.14) the final GCSE result this year would be very good.

Year 11 DP2 Report

Question

Learner Group Data Point v Data Point - Of four SEN students, only one is predicted to pass both English and Maths. Is there anything that can be done to increase this number?

Answer

Of the four students in question only one is expected to gain grade 4plus in both English and Maths and this is the student that represents the 25%. Additionally, one of the other three students is expected to gain a grade 4 in English and at the Data Point was doing so and another not expected to gain grade 4 in English was in fact doing so – meaning that 75% are passing English at Grade 9 to 4. Teachers are aware which students are SEN and the classroom practices required for those students. One of the students is in the target V group for Maths. At the last data point she was graded 3.8 though her expected grade based on entry is Grade 3.

Question

Learner Group Year v Year- Pupil premium below last year on all measures. Again, is there anything which can be done to rectify this? What reasons have disadvantaged students fallen in most areas?

Answer

Two very different groups – simply last years Pupil Premium student were much stronger than this year's cohort. Key Stage 2 SATS – this year average 101.40, Last year 105.10. Based on this the expected APS for this years group is 44.07 and for last year 50.35. The Pupil Premium Co-ordinator will ensure that PP students receive support in purchasing of revision materials and that they are able to attend any after school enhancements that they are recommended to attend. In some cases, IT support may be provided. **There are currently 1 to 1 sessions being provided by both English and Maths for Pupil Premium students**

Year 11 Data Point 2 Subject

Question

Computer science has dropped with respect to the average point score from Year 10 DP2 (4.54) to now (4.22). What are the reasons for this and are there additional actions that can address this trend?

Answer

There has been a lot of movement in the group. One high ability student is not regularly attending school and has dropped 2 whole grades, whilst another lower ability student also has low attendance and is reflected in their low grade. In addition, 1 student has had to drop Computing due to ill-health and not attending school. There is also a new student who has not taken the course and whilst catching up has not yet reached a pass grade. This accounts for 4 of the 8 students who have dropped fine grading from the

2 data points. There are 2 who have improved and 12, the majority who have stayed at the same whole grade. Whilst progress scores at this stage do not tend to represent the final score which is why it is not recorded – the Computing Progress score is in line with the current Whole School Progress score

Year 11 Learner Groups

Question

Seems a lot of "orange" for disadvantaged students. Could this be explained?

Answer

The only fall is the All – the overall APS for Disadvantaged students 33.34 and this is a drop from 34.90 which is at this point a small drop. The rest of the orange are the parts that make that up and contribute to the fall. So, we can see that the main fall is in the open bucket as in fact the English, Maths and E-Bacc have all increased. This is due to falls at Data Point in V-Cert subjects where a drop is usually more than 1 grade – ie – a student on a merit would be 5.5 if this falls to a Pass this becomes 4 – a fall of 1.5 grades instead of 1.