

External Relations Committee

Tue 06 February 2024, 18:30 - 20:30

Attendees

Board members

Dave Vasse (Principal), Tim Stockings (Committee Chair and Member), Maurine Lewin (Member), James Gould (Vice Principal), Jamie Davies (Member), Marian Orafu (Member), Natalie Firth (Member), Philippe Chaudhry (Member), Jonathan Service (Assistant Principal), Zainab Khan (Director of Marketing and External Relations), Kay Sandford-Beal (Director of Governance)

Meeting minutes

1. Apologies for absence and confirmation of quoracy

Information

To accept apologies for absence and confirm that the meeting is quorate.

Tim Stockings

The Chair welcomed members to the meeting, including governors who were new to the Committee. No apologies had been received.

1.1. Confidentiality Statement

Information

All matters discussed during this meeting are confidential until the minutes are approved. Any items recorded in Confidential Part II minutes remain confidential after the Part II minutes have been approved.

Tim Stockings

The Chair drew members' attention to the Confidentiality statement.

2. Declaration of interests

Information

To ensure any conflicts of interest are declared against any agenda item for this meeting.

Tim Stockings

There were no conflicts of interest declared against any item on the agenda.


3. Minutes of the previous meeting held on the 7th November 2023

Decision

To approve the minutes of the last meeting as a true record.

Tim Stockings

The minutes of the previous meeting held on the 7th November 2023 were formally approved, subject to minor amendments.

 3. Chair Approved Minutes_External Relations Committee_071123 (8).pdf


4. Matters arising

Information

To note and monitor any matters arising from the minutes not covered elsewhere on the agenda.

Tim Stockings

The Chair noted that all actions detailed on the action log arising from the previous meeting, had been completed ahead of the meeting.

 4. Action log ER 07 11 23 - updated 300124.pdf

5. KPI 23-24 Review

Information

Governors to review the updated document.

James Gould

JG had incorporated governor feedback from the last committee meeting in November. Governors were informed that destination data was incoming but was not yet complete. It was noted that there had been a

decline in the number of students progressing to Russell Group universities. An outcome of the student survey had been a higher percentage of 1st year students joining the college due to the recommendation of a friend. The impact of an improved A level product could now be seen. Governors were alerted to the flagged risk of T Level recruitment campaign, due to current low levels of interest in this area of recruitment.

Q - Governor: How does the College engage with Russell Group universities? Are they proactively approached for engagement or do members of the group reach out to the college?

A - JG: It is a mixture of both. We reach out and develop relationships with Russell Group members such as Queen Mary's University and also Bath University, which is within the UK top ten.

Q - Governor: Are you tracking this progression and destination data?

A - JG: Yes, we have the High Flier programme and monitor success from initial application, to interview and then to successful offer of place. Many of our students wish to stay in London, but we currently have a student for the first time in 10 years who has received an Oxbridge offer.

The Chair invited JG to highlight any other areas of specific interest to governors.

JG highlighted concerns around T level recruitment which had not been achieved at the level desired and that plans were in place to improve the onboarding process for students for September 2024. ZK shared details of a targeted campaign including bespoke tasters and events allowing prospective students to meet with teachers and ambassadors, and making them aware of extracurricular opportunities, such as the Leadership Academy and a variety of extracurricular clubs.

 5. KPI 2324 Review Jan 2024.pdf

6. Skills Strategy Report and Work Experience Dashboard

Information

To provide members with a formal update of the Skills strategy and Work experience programme

James Gould And Zainab Khan

JG introduced Zainab Khan (ZK), Director of Marketing and Engagement and Jonathan Service (JK), Assistant Principal - Interventions. The Chair took the Skills Strategy Report as read and invited questions of both JG and ZK around their experience 6 months into the strategy.

Q - Governor: Bearing in mind the Skills for London Strategy, we need to have an attractive offer. What is your sense of how this is working with students?

A - JG: We have seen an improvement in our work experience offer, but there are still challenges. More interactions with employers are needed across the college and we need to improve the dashboard to allow for more touchpoints.

JG shared that the destination data is positive and that the college is considered the top 6th form college within east London.

ZK explained her role in heading the Work Experience team. There was a challenge with the changing of the student mindset to ensure that work experience was not considered a chore. Progress had been made in promoting a positive, personal development experience to prepare them with the right skills, language and familiarisation for future employment through the Work Experience programme and Skills Weeks. Students understanding of the benefits of work experience was beginning to change. The East London Business Alliance (ELBA) had proved extremely beneficial in the provision of employer links. The main focus of the college was to ensure quality over quantity which was being progressed through appropriate networking.

Q - Governor: Are these partnerships helping you prioritise the high skill demand in London - is ELBA helping you to recruit?

A: yes, locally, particularly within the creative and digital sector. We are trying to work more with the East Bank and trying to build up networks through our staff. We have good links with Canary Wharf which supports our Finance and Law pathways but need to increase our creative and digital networks. Relationship support is also available to us through 22 Bishopsgate.

Q - Governor: Are there any particular sectors that we, as Governors can support you with?

A: Science, particularly due to the increase in the number of groups from 3 to 4 in Applied Science. Society and Culture are also areas that require additional support.

JG shared that the influence of universities on the curriculum was considered important by Ofsted and that

therefore the influence of those at a senior level within higher education was important.

Q - Governor: How do you measure engagement effectiveness?

A - ZK: Through our career fairs, the number of employers involved and those returning year after year. We also use the Influencer Programme to deliver pitches to companies eg Societe Generale. Feedback and evaluation is collated from each programme.

DV asked if there were any signs that the new staff position, dedicated to developing relationships with employers had already had any impact. The incumbent was only 4 months into the role, but impact could already be seen with the formation of new relationships and the implementation of new initiatives.

 6. Skills Strategy Report.pdf

7. Update on the strategic objective to grow learner enrolments: balance between A-level and technical programs.

Information

Zainab Khan

To provide members with updates against the strategic objectives

ZK summarised the marketing initiatives as detailed within the report, highlighting that the A level tasters made potential students feel like part of the college community, being personalised and welcoming. A level recruitment had been packaged and promoted through the means of both a hard copy flier and e-flier, highlighting the student story and journey to illustrate connection with potential students.

T-Level recruitment had taken place in the form of targeted virtual sessions and visits to local feeder schools with 'Question and Answer' sessions offered. There is a fear of the unknown with T levels from parents and it is evident that few students ask about T levels. DV emphasised that this challenge with T level recruitment was national and shared that the current Level 2 students at Monoux were considered to be the target market. There is a focus on upskilling this level ready for Level 3, with the anticipation that in the future a foundation year will exist as a progression route to T levels.

ZK shared that applications were lower than this time last year, but felt confident that the college would be on track. She considered that students delay their application until they have the results of their mocks, which suggests that these students have a more serious attitude to their application. Recent interview evenings suggest that Monoux is considered as many students' first choice.

 7. Marketing update Jan 2024.pdf

8. Safeguarding update

Information

Jonathan Service

To provide Governors with a summary of anonymised safeguarding incidents since the last ER meeting.

Jonathan Service (JS) outlined the Safeguarding Report and shared the recent local authority Safeguarding audit with governors, following submission of the college's safeguarding self-assessment.

A termly Safeguarding audit is carried out and from the most recent audit, an emerging trend was that of the Enterprise and Management Pathway requiring the highest level of support and additional collaborative measures. Apart from this particular pathway, all other subjects areas experienced an even distribution of incidents. New categories had been added to the report in order to describe incidents with greater accuracy. Mental health is the area that requires the most support. With more precise data presented, targeted interventions could be created and implemented. In addition, risk assessments were created to ensure interventions were accessible. Greater incidence of sexual exploitation had been reported, where awareness had been raised, potentially leading to increased confidence in its reporting. An increase in the use of safe spaces had also increased as a result of mental health issues. There had been a significant rise in the number of welfare issues which spilled over into safeguarding concerns, relating to the risk of homelessness as parents struggled with the instability of employment.

JS highlighted that the SLL updated report was very positive with many areas of outstanding practice highlighted. The Chair asked the Link Safeguarding Governor to comment on the findings. ML commented that she made regular visits to the college and wished for Governors to be made aware of the volume of good

work that was taking place within this important area. ML invited governors to contact her should they wish for more information.

Q - Governor: There is mention of a parent/ carer survey. Has any progress been made with this?

A - We have not yet received the feedback so this is something that we must do, to capture parent voice.

Q - Governor: Can you please let us know more about the searches that are taking place? for example, the frequency?

A: These are daily and carried out randomly with students on arrival. We have reviewed our practice following recommendations from Haringey report. They are non physical searches.


 8. Safeguarding Update February 2024.pdf

 8. Sir George Monoux College S11 Safeguarding Audit - Reviewed by SIE Team.pdf

8.1. 14-16 Risk Assessment

Governors to be updated of any amendments to the 14-16 Risk Assessment.

The Chair thanked governors for further feedback which had been integrated into the updated risk assessment ahead of the local authority inspection on the 27th February 2024.

 8.1 Short intro to 14-16 papers.pdf

 8.1 14-16 Safeguarding risk assessment Jan 2024.pdf


8.2. 14-16 Admissions Policy

Governors to consider and approve the 14-16 Admissions Policy

The admissions policy had been updated with minimal changes, but to include Year 10.

The 14-16 AOC National Committee had proved helpful with support and guidance on the admission policy.

DECISION: The updated policy was formally approved.

 8.2 Draft admissions policy 14-16 Sept 24.pdf

Information

James Gould

Decision

James Gould

9. Consideration of the SEND Policy

Governors to review the draft SEND Policy

Governors were asked to consider the SEND policy. JG thanked one of the governors, JD for his significant guidance and input into the policy, which aimed to set clear expectations for staff.

Q - Governor: it is a good policy but who will monitor its implementation? It should include a clause with the responsibility of the SEND Link Governor to review the policy on an annual cycle and to implement regular Link Governor monitoring visits.

ACTION: JG to amend policy to reflect this need.

The Chair acknowledged the level of input and contribution from JD, together with the efforts of the college team.

 9. Draft SEND policy.pdf

Discussion

James Gould

10. Stakeholder Engagement

Standing item: Governors to review current stakeholder engagement

Discussion

Tim Stockings

10.1. Link Governors - Skills Strategy

To invite members to consider the role of Link Governor for the Skills Strategy

Discussion

James Gould

JG outlined the need to identify members of the committee who would be prepared to act as Skills Strategy Link Governors (ideally 2) to ensure that Monoux developed introductions to the right network of people to influence the curriculum. The Chair suggested that the opportunities be discussed at the 20th April Governor Development Day and opened out to all Corporation members. It was considered that the Link Governors be filled as a matter of priority and the Chair agreed to support the college team in the event of an Ofsted inspection ahead of the scheduled Governor Development Day.

ACTION: ER Committee Members to consider the role of Link Governor, Skills Strategy and contact JG

The Chair drew members' attention to the continued video updates provided by the Chair, Principal and Director of Governance and invited governors to request specific areas of focus for any future briefings.

11. Committee Related Risks

Discussion

Governors to review Committee related risks for escalation to the Corporation.

Tim Stockings

The Chair suggested that members of the committee should have sight of the Corporation Risk Register for all future meetings

ACTION: KS to circulate Corporation Risk Register with all future papers.

DV highlighted the risk associated with Safeguarding and the Accelerated Learning Scheme (ALS) with managing resources appropriately to support effectively. DV also highlighted that governors need to be aware of monitoring the finance KPIs in light of lagged funding as the college grows. A balance is required between being more profitable and long term viability. The other committee risk to flag was T level recruitment as discussed.

12. AOB

Discussion

To consider any urgent business not appearing elsewhere on the agenda.

Tim Stockings

There were no other items of urgent business to be discussed.

13. Reserved Business

Discussion

To discuss any items of a confidential nature

Tim Stockings

An item concerning a student disciplinary issue was documented separately as reserved business.

14. Meeting Date

Information

To confirm the next meeting of the External Relations Committee as Tuesday 4th June at 18.30pm

Tim Stockings

The next meeting date of the External Relations Committee was confirmed as the 4th June. The Chair reminded members of the Governor Development Day scheduled for the morning of Saturday 20th April, in person at the College.

15. The meeting closed at 8pm