



Crewe UTC LGB

Blended Meeting via Microsoft Teams

Part 1 Minutes



Date: 7th December 2022 at 4.45pm

Present:

Dr M. Marsh – Chair
Professor N. Fowler (NF)
Mr J. Condliffe (JC)
Mrs H. Tattersall (HT)

Absent:

Mr C. Slater (CS)
Professor G. Harris (GH)

In attendance:

Ms R. Whim – Vice Principal (RW)
Mr W. Chitty – Head of School (WC)
Mr D. Twambley – Trust COO
Dr A. Howells – Trust Director of Quality

Clerk: Mrs C. Gritton

Administration

1. The Chair welcomed everybody to the meeting. CS and GH were noted as absent. No Apologies had been received. The meeting was quorate.
2. NF declared a peripheral interest in East Midlands Institute of Tech. It was confirmed that there were no Declarations of Interest for items on this Agenda.
3. The Chair Approved Minutes of the Crewe UTC LGB meeting held on 21st September 2022 will be uploaded to Governor Hub (GH) to be agreed by circulation.
Matters Arising – The Action Log was updated as noted thereon.
4. Appointments
- 4.1 LGB Membership Parent Governor elections will be rerun in the spring term. Mrs Salisbury had resigned from the LGB due to work commitments. **ACTION:** The Clerk and AH will provide the Chair with an up to date report on the LGB constitution for discussion regarding recruitment.
- 4.2 Governor Visits The chair and HT had taken a tour of the UTC with 2 students earlier that day and reported that those students were a credit to the UTC. The students had reported that they had made a positive choice to join the UTC, were engaged with their learning and felt safe in the UTC environment.

5. School Performance

Paper SLT Report for Governors 7 Dec 22 uploaded to Governor Hub prior to the meeting, was **received**.

- 5.1 Destinations **It was reported that** student destinations were highly aspirational. The current student retention rate from Yr11 is c.33% and the UTC is aiming to retain 50%. To do this, it is vital that the KS4 provision provides the right offer and student experience. The UTC has great facilities and has robust employer links, but also needs an exceptional engineering offer which will serve the breadth of the UTC’s cohort who want any role in an engineering career. Following JC’s offer of support from Manchester Metropolitan University, an agreed **ACTION:** JC, WC and the Chair will meet in January to discuss how to move this forward.
- 5.2 T Levels Update **It was reported that** 7 UTC students are on the T Level pathway and have started 11 out of the 17 components. Students are currently working at a Grade C and are well suited as a cohort, which provides assurance that the right students have been chosen for this pathway. **WC reported that** RW had done a great job in securing work placements and UTC alumni have offered work placement opportunities. **The Chair recommended that** there is work to do by the UTC to encourage employers to offer work placements. Employers need to understand the commitment needed to provide 42 days of work over a 2 year period, but that this may be embedded in in work experience already offered. **CHALLENGE: Governors asked whether all 7 T Level students have secured work placements. It was reported that** of those listed in

the SLT Report, James Walker will take 2 students and another employer has recently come forward. There are positive student messages in the community about Crewe's T Level offer when compared to another local provider and Governors were keen to ensure that the UTC considers multiple audiences for communications about the UTC's offer.

5.3 Employer Engagement It was reported that employer engagement links to the Gatsby Framework of careers to ensure that all students have positive employer engagement experiences. The report provided at item 5.2 of the SLT Report is in its infancy in terms of data gathered so far, but is an example of how the UTC is now tracking data. Following the lifting of Covid restrictions, the UTC has begun to re-establish a few, select employer contacts, links with whom the UTC has confidence will provide positive experiences through the aspirational projects for which they can offer support. Alumni have reported that UTC students stand out because of the skills students gained through UTC's employer contacts. **CHALLENGE: Governors asked to what extent the skills the UTC wants its students to obtain, drive employer/industry partner choices. It was reported that** the Super Curricular Activities (As referred to at item 5.2 of the SLT Report) fit into the curriculum and school offer, and the UTC's partners can provide some of those opportunities. Staff are now considering what type of industry partners the UTC needs to fill its gaps and the UTC will consider how professional industrial bodies might support future projects.

6. School Priorities

6.1 School Improvement Plan (SIP) Contained in the SLT Report at item 6.1. It was reported that the UTC looks to ensure that everything it does build its reputation and encourages students to stay at the UTC for Yr12. **CHALLENGE: Governors asked where each objective would be if they were to be rag-rated. It was reported that** every aspect of continued professional development and quality assurance drives towards the SIPs to improve quality of education. The curriculum is never complete and as curriculums develop, so do teachers' adaptation skills to best serve every learner. English and Science curriculum design would be green, but Engineering and Maths would not. However, the Maths current working-at grades do demonstrate that the Maths department are correct in their assessments and the Trust is providing support in that area. Behaviour and attitude have improved significantly, but would still be amber (Part 2 report note). The UTC has an instructional and institutional approach to improving behaviour and attitude and significant progress has been made with Yr10 in particular.

CHALLENGE: Governors asked whether assessment of the objectives was subjective or objective. It was reported that it was a balance of both. The UTC has a lot of quality assurance data to support the setting of those particular SIPs and can put metrics against Special Educational Needs and Disability (SEND) and Pupil Premium (PP) adaptations, and progress is stronger than previous years'. The Trust is aware that measuring SIP is complex and supports the UTC's SIPs. As with all of its schools, the Trust has asked the UTC to set 5 year targets, some of which are attainment targets and some of which are metric measures. Impact can be seen as a product of intent and implementation of the curriculum, which, if effective, lead to better outcomes. **ACTION:** In order to provide Governors with a greater understanding of progress, SLT will undertake more measuring of progress of each of the 8 SIP objectives listed in the SLT Report, noting whether measurement is subjective or objective and provide details of the realistic progress towards target.

6.1.1 Curriculum Review Updates It was reported that the review dates have been married with the Continued Professional Development (CPD) programme, which has produced some good quality review documents. The Trust has carried out a review of Maths and Engineering and internal reviews of monitoring and evaluation activities' evaluations have been carried out across all areas, resulting in informed changes to all staff CPD and there has been positive staff engagement with that process.

6.1.2 Student Feedback It was reported that the UTC survey and the TLA student survey produced similar results in terms of student requests. Student feedback was quickly fed into performance management and CPD (with regard to whole institution improvement rather than individual performance) and further student feedback has since been positive regarding their recognising where their initial feedback has been acted on.

6.1.3 Executive Summary (Attainment and Progress) It was reported that the SLT Report shows the current 'working-at' data points, as assessed by classroom teachers. Data is more accurate than historically, due to the depth of learning and the quality of the curriculum and quality of assessments. It is not unusual to see dips at this time of year, but there are some significant dips, not comparable to previous years, which are of

concern. Staff have identified where additional support and interventions are needed and have implemented those support initiatives. The UTC has created sub-cohorts as listed at 8.3 Year 11 Update of the SLT Report. With this support, all students are accessing mainstream provisions and the UTC is confident that it will achieve a 60% - 70% GCSE pass rate, through a tailored delivery of the curriculum to match students' capacity and aptitude. All previous non-attenders are now attending . (Part 2 further information). **CHALLENGE: Governors noted that the SLT Report showed that 76% of the Yr11 cohort might not get a GCSE Grade 4 or above. It was reported that** those students had been identified and support interventions put in place, with Trust support. **ACTION:** The Executive Summary slide will show how the data is split between the sub-groups and rest of the cohort. **CHALLENGE: Governors asked when they could expect to see the impact of the steps taken. It was reported that** there have been improvements since the implementation of the sub-groups on 31st October. The next large data grab will provide data for analysis as to impact and in the meantime, formative assessments provide progress data, which is utilised for weekly meetings to discuss students' progress to ensure the UTC provides the best provision it can for each student.

6.1.4 CHALLENGE: Governors noted with concern that the blue line on the 'working-at' graph in the SLT Report appeared to be flat over a relatively long period of time and asked what interventions are in place to address that and what Governors should expect to see with regard to that data next time. It was reported that an upward trend is anticipated now that the interventions already discussed have been implemented. Many students are now on track and aiming for good destinations. Staff are currently supporting students with UCAS applications and will focus on students looking for apprenticeships after Christmas. It was suggested that it might be helpful to provide individual graphs showing the trajectory of each of the sub-groups and the rest of the cohort. **CHALLENGE: Governors asked whether the school utilises employee partners for students' interview practice. It was reported that** this has happened in the past and may be reintroduced. Currently the UTC uses the ASK Apprenticeship Programme for interview support which works well; many students have better skills than they are aware of and just need to learn to sell themselves.

6.2 Self-Evaluation (SEF) The SEF summary formed part of the SLT Report and **ACTION:** WC will provide supplementary information to the Clerk for upload to GH after the meeting.

7. School Welfare

7.1 Staff Welfare Contained in the SLT Report at 7.1. (Part 2 discussion).

7.2 Student Welfare Contained in the SLT Report at 7.2. **It was reported that** students are providing positive feedback on welfare; Yr10 student surveys in particular show significant positives and there are many activities to support wellbeing across the school. Yr11 feedback is less positive, which is reflected in behaviour.

8. Behaviour and Attendance

8.1 Exclusions and Suspensions **It was reported that** a significant number of suspensions were for swearing at staff and persistent disruptive behaviour, but interventions have been put in place and persistent poor behaviour figures are down. Suspensions and reintegration meetings are generally having a positive impact and safeguarding the sanctity of the classroom.

8.2 Attendance **It was reported that** attendance and punctuality are better in Yr10 than in Yr11; Yr10 being at the national average.

8.3 Behaviour **It was reported that** the student leaders had nominated a local food bank for which the UTC students are collecting donations, and is well supported. Students support the actions taken to deal with behaviour issues and understand that the aim is to support students and raise standards. Behaviour recording has improved to enable improved, targeted support. Managed moves support TLA and non TLA schools and the UTC has good relationships with all those schools.

9. Safeguarding

9.1 **It was reported that** there have been a significant number of safeguarding reports, in part due to better reporting and recording on the safeguarding system, CPOMS, which leads to better support deployment and the UTC maintains good relationships with external partners' support.

10. Pupil Premium (PP) Reports
10.1 Governors received the PP Strategy Link.
10.2 ACTION: The Literacy Report will be brought to the next meeting.
11. Policies
No Policies were brought for approval. ACTION: The Clerk will provide the statutory Policies list previously provided to LM, to WC and any policies required urgently will be considered and approved by the LGB by correspondence.
Matters to Share with the Trust Board
As discussed under Part 2
Matters for the Trust Board to Share with the LGB
As discussed under Part 2
AOB
Nothing to report
Date and Time of Next Meeting: Wednesday 1st March 2023 at 4:30pm Meeting Closed at 7pm

Minutes approved:

Date:.....

Crewe UTC ACTION LOG – Post June 2022 Meeting			
AGENDA ITEM AND ACTION	By When	By Whom	Confirmed Completed
4.1 The Clerk and AH will provide the Chair with an up to date report on the LGB constitution for discussion regarding recruitment.	ASAP	Clerk	Sent 8/12/22
5.1 JC, WC and the Chair will meet in January to discuss how to move this forward.	31/1/23	JC, Chair and WC	
6.1 In order to provide Governors with a greater understanding of progress, SLT will undertake more measuring of progress of each of the 8 SIP objectives listed in the SLT Report, noting whether measurement is subjective or objective and provide details of what is the realistic progress towards target.	1/3/23	SLT	
6.1.3 The Executive Summary slide will show how the Yr11 data is split between the sub-groups and rest of the cohort.	1/3/23	SLT	
6.2 WC will provide supplementary information to the Clerk for upload to GH after the meeting.	1/3/23	wc	
10.2 The Literacy Report will be brought to the next meeting	1/3/23	SLT	
11. The Clerk will provide the statutory Policies list previously provided to LM, to WC and any policies required urgently will be considered and approved by the LGB by correspondence.	1/3/23	Clerk/WC/LGB	List sent 9/12/22
Previous Meetings' Actions	ASAP	GH	

4.3 GH agreed to write a short piece on the importance of being a Governor to provide to parents and the role of Governor will be promoted at future parents' evenings. The TLA Director of Quality will bring together MM and LM to discuss LGB succession planning.	7/12/22	LM/Governor	
4.6 LM/a member of staff will complete the checklist and pass to a Governor to check and confirm compliance at the next LGB meeting	ASAP	Governors	Complete 7/12/22
5.1, 7.1 and 7.2 Governors will meet to discuss the SIP, SEF, Visions and Values and Governor visits.	Next results' reporting	SLT	Complete at 7/12/22
6.1A Future results' reporting graphs will include the Pass, Merit, distinction grades as comparison to GCSE numbered grades.	7/12/22	SLT	
6B SLT will provide an update on the 5 students yet to secure apprenticeships or university places.	7/12/22	SLT	Complete at 7/12/22
6.3 SLT will report at the next meeting what the UTC is doing to support the work placements required of T' Level students	7/12/22	SLT	Complete 7/12/22
7.4 The staffing structure will be uploaded to GH	7/10/22	Governors and SLT	Complete 7/12/22
9. Governors will consider the Policies listed for approval and upload to the UTC website	7/12/22	SLT	
11. The PP report will be provided to Governors	Ongoing	All LGB	Complete 7/12/22
Previous Meetings Link Governor roles and engagement activities would be reviewed at the next meeting	Deferred at Autumn meeting	All LGB	
Undertake Governor Hub Health-check exercise at meeting. Governors should review questions in advance.	January 2023	LM/MM	
Employer Engagement Working Panel to meet	ASAP	LM	
Website Compliance Audit (ofsted) to be undertaken	ASAP	LM/Governors	
8.2.1 An Employer Engagement Working Party will be established.	Ongoing as at Sept. 2022	Governors	Complete 7/12/22
12.1 Governors will let the Chair know if they wish to accept a new Link Governor role or be reassigned a current role.			

Next Meetin: Wednesday 1st March 2023 at 4:30pm			