



The Learning Partnership

Crewe UTC LGB

Crewe UTC

Part 1 Minutes



**Crewe Engineering
& Design UTC**

Date: Wednesday 1st October 2024 at 4.30pm

Present:

Dr M. Marsh (MM)-Chair
Mrs H. Tattersall (HT)
Mr C. Geddes (CG)
Mr D. Jones

Apologies:

Professor G. Harris (GH)
Mr H. Wain (HW)

In attendance:

Mr W. Chitty – Principal (WC)
Mr J. Bowen-Director of English (JB)
Mrs S. Hatton-Tong-Assistant Headteacher (SHT)
Mr P. Goldie -Director of Maths-(PG)
Mrs S. Chapman-Business Support Officer (SC)
Dr. A. Howells-Director of Quality, TLP-(AH)

Clerk: Mrs S. Pomeroy

Governance and Administration

1. Welcome, Quoracy, Apologies and Declarations

The Chair welcomed everyone to the meeting and confirmed that it was quorate. Apologies were received from GH and HW. There were no declarations of interest made with the business of the agenda. Papers had been provided to Governors prior to the meeting.

2. Minutes of the last meeting and Matters Arising

- The Minute of the Crewe UTC LGB meeting held on 10th July 2024, was **approved**.
- Matters arising-It had been proposed at the last meeting to move CG from a parent governor to sponsored governor. However, AH recommended waiting until additional parent governors had been recruited. AH would liaise with WC and MM to circulate template parent governor recruitment letters.

ACTION

3. Confirmation of Chair/Vice Chair

MM was confirmed as Chair of the LGB for a period of one year, or until the first meeting of the LGB in the autumn term 2025. HT was confirmed as Vice Chair of the LGB for a period of one year, or until the first meeting of the LGB in the autumn term 2025.

4. Membership Update

It was confirmed that there are currently three vacancies on the LGB (1x parent, 2 x sponsor governors). These positions would be advertised, and MM would contact Jason Conliffe at Manchester Metropolitan University regarding a sponsor governor. **ACTION**

5. Declarations and Confirmations

AH noted that he would update confirmations and declarations for any governors present at this meeting who had not already completed them. Remaining governors were requested to update theirs at the earliest opportunity. **ACTION**

6. Governor Link Roles

- Design and Engineering Industry Ready-TBC
- Safeguarding-Helen Tattersall
- SEND-Helen Tattersall
- Other priority areas-TBC

The clerk stated that there should be a named link governor for Careers. The Chair confirmed that this was covered by the Industry Ready link role.

7. Governor Away Day

Governors agreed Wednesday 23rd October 2024 as the preferred date for the Governor Away Day. MM would coordinate arrangements. Readiness for the expected Ofsted inspection would be a focus for the day. WC explained that the school is preparing rigorously for an inspection and would welcome the

opportunity to celebrate the progress made at UTC. AH confirmed that the Trust would offer support during the inspection process.

8. Governor Monitoring Schedule

This item was not discussed at this meeting and would be addressed at the Governor Away Day.

Strategic Direction and Progress Against Priorities

The Principal's Report was received.

9. Exam results summary-summer 2024

WC referred to page 21 of his report and highlighted the following:

Key Stage 4 results

- The college had been very pleased with the results. There had been significant improvements due to the impact of a high-quality improvement plan which had included curriculum sequencing, adaptation (especially for students with SEND) and collaborative planning and resourcing.
- A whole college literacy drive had resulted in average gains in reading age of 2.5 years over a 20-week programme. It was noted that a reading age of 15.5 is required to be able to successfully access written exams. 25% of students enter the college with a reading age three years below their chronological age.
- **Governors queried** whether low reading ages on entry are an issue across all cohorts. WC responded that this is a national issue. The students have phonic skills, but the issues are around comprehension, decoding and exposure to academic texts. The students all have smart phones, and this demands a certain level of literacy. However, there is a need to engage with the disciplinary framework at UTC.
- Oracy is an essential part of communication and forms part of the universal offer at UTC. Staff model how to write in an examination situation and encourage students to "Say it in a Sentence". Tier3, subject specific vocabulary is used consistently across the college. English results have increased by 18% and the oracy project has been a factor in this.
- **Governors asked** whether EAL is an issue in school. WC explained that 17% of students are EAL. And that about one third of students receiving reading interventions are EAL. The EAL students are mainly of Polish heritage, are third generation and bi-lingual. There is a growing number of pupils of African heritage.
- **Governors challenged** whether national average is an aspirational target for the UTC or whether there is a more relevant target given the context of the college. WC explained that the student intake is not a national average cohort; 55% are lower ability and so any gains are even more significant. The college does its own baseline assessments on entry. The majority of pupils are drawn from local, under performing schools. The UTC has aspiration for its students and the debate around realistic versus aspirational targets had been previously addressed.
- **Governors commented** that the improvements were obvious and **asked** what the next steps are for the college. WC responded that pupils entitled to Pupil Premium (PP) funding and those with SEND had not performed as well as other groups of students so this would be a focus. The staff have implemented adaptation strategies and are using evidence-based programmes recommended by the Education Endowment Foundation (EEF).
- Results from other UTC's are not yet published.
- **Governors asked** whether WC is in contact with other UTC's. He informed them that he had recently visited Sheffield UTC. This is a city centre UTC and attracts students from a wide area. It is not competing with other colleges. Each UTC operates in a different context and 86% of UTC's are rated as good.

Progress-Key Stage 4

- WC explained that students arrive at the UTC with a wide range of previous academic experiences and starting points. Where available, KS2 scores are an unreliable starting point indicator as students in Year 10 have had three years of education in partner schools before joining the UTC. Therefore, all students are baselined using nationally recognised GL Assessments and progress is measured from these starting points.

- The 24/25 Year 11 progress analysis on page 34 of the report shows that Science, Maths and English are on track. Progress in Science was nearly one grade better than expected. Science is ahead of other subjects in terms of improvements and changes made.
- **Governors noted** that students are below on entry so are making accelerated progress.
- Intervention plans are in place for subjects where students have not made the expected progress.
- New staffing appointments have been made.
- The curriculum for some subjects has been re-designed.
- Teacher expectations have been raised. The aim is for students to be successful and enjoy subjects. Previously students had been selected to take some subjects and going forward this would not happen.
- **Governors asked** whether there had been any additional areas of focus and WC informed them that moderation of assessments and marking were areas to develop, and that the UTC would be liaising with other schools.
- **Governors also challenged** around staff recruitment, retention and succession planning. WC explained that these issues are always a challenge in an institution the size of the UTC.

Key Stage 5

- WC spoke to page 35 of his report.
- He informed governors that the college had been very pleased with the 100% pass rate at T Levels.
- This was the first cohort where 100% had progressed to engineering destinations.
- 100% pass rate is expected from the current Year 12 cohort and the aim is to increase the proportion of merits and distinctions.
- The sixth form offer has been re-designed. 45 Year 12 students have chosen T Levels. This is the right direction for the college and its students.

Section 14-Students destinations-page 45-47

- Student destinations at Year 11, 12 and 13 are noted in the tables on these pages.

10. Industry Ready review

Governors agreed to defer this item to the next meeting of the LGB in January 2024. Clerk to add to agenda.

ACTION

11. T Level Status

WC informed governors that Interest and uptake for September 2024 has been impressive; currently 45 Year 12's have chosen T Level as their preferred course. Securing placements remains the most significant challenge but all Year 13 students have completed placements, and 20 out of 20 placements have been secured for the current Year 12. More employers will be needed for the new Year 12 cohort (2024) which could be up to 50 students. The college is implementing two 'waves' for placement – one from June/September and one from October/December.

Education

12. Admission and student numbers

- WC reported that pupil numbers are strong with 300 in total:
 - Year 10-99
 - Year 11-100
 - Year 12-63
 - Year 13- 38
- It is expected that the college would retain 100% of Year 12 pupils into Year 13 next year.
- WC informed governors that he had visited other schools and colleges as part of a sixth form recruitment drive and the response so far had been positive. The demand for courses in Year 12 is high and the reputation of the UTC has grown.
- It may be necessary to adjust the PAN again.
- An Open Evening would be held on 21st November 2024.
- The college is aiming to move to a position where students make an informed decision to come, rather than choosing UTC because they have experienced issues in other settings.

- **Governors asked** about the make-up of this year's Year 10 cohort. WC responded that it is like that of previous years. Data is still being collated from the previous key stage.

13. Behaviour:

- WC reported a great start to the year, especially in Year 10.
- During last year expectations of behaviour had been consistently raised and thresholds lowered.

Governors asked whether a permanent exclusion had been issued already in the autumn term 2024. WC confirmed that one permanent exclusion had been issued and that a governors' panel had been convened to consider the exclusion and decide whether to reinstate the student. He explained that there is a robust procedure in place which the school follows.

14. Attendance & Punctuality:

- WC reported that median attendance stands at 100% and mean attendance is in the mid 90%.

15. Safeguarding:

Page 31 of the report detailed safeguarding concerns over the past two years and for the new academic year to date. WC noted that students' safeguarding files are currently arriving at the UTC for the new Year 10 and Year 12 admissions and therefore a full overview of need is yet to be established.

16. Curriculum Outcomes-Progress and Attainment:

This had been addressed under agenda item 9.

17. Quality of Education:

18. Page 36 of the report outlines the Crewe UTC Framework for Excellent Teaching. The document is presented in 11 sections, summarising for teachers the expectations of typicality in the classroom. The report also outlines how the quality of education is monitored.

19. SEND & PP:

The tables on page 38 of the report summarise the summer outcomes for pupils entitled to Pupil Premium funding and for those with SEND. WC highlighted the following:

- Whilst there is a SEND and PP gap across some core subjects, the gap is relatively small.
- English and Maths show SEND students as 1/10th of a grade away from their target.
- PP students achieved higher than their target grade in Maths and a 5th of a grade lower in English.
- SEND students achieved a third of a grade higher than their target in Combined Science.
- PP students achieved half a grade higher than their target in Combined Science.

20. Whole College Literacy Strategy

- Page 40 of the Principal's report provided details of the UTC Literacy and Reading Intervention.
- There are three tiers of support-
 - Tier 1 -Universal
 - Tier 2-Support for students whose reading age is between 3 to 5 years below their chronological age.
 - Tier 3-Rapid intervention for students whose reading age is more than 5 years below their chronological age.
- Impact-Students engaged in intervention made an average of 2 years progress in 18 weeks.
- The programme was 50% funded by the National Tutoring Programme but this funding has now ceased. Sponsorship is being sought from an industry partner.

21. Whole College Numeracy Strategy

PG informed governors that the college is reviewing what has been learned from the implementation of the Literacy Strategy and considering how to duplicate the programme for Numeracy. One-to-one support would be provided for students with the highest level of need. Funding for the Literacy and Numeracy strategies would be discussed at the Governors Away Day. **ACTION**

Welfare

22. Welfare and Wellbeing-Students

- The college has fewer students with social care involvement. Files are still arriving for the new intake.
- The UTC has robust safeguarding procedures in place. All the pastoral team are DSL trained.
- Counselling and mentoring are in place as part of a comprehensive offer.

23. Welfare and Wellbeing-Staff

- The 2023/24 trial of wellbeing days has been successful; these were appreciated by the staff.
- Staff absence reduced last year.
- A cover supervisor had been employed.
- Staff survey results were positive and are included on page 47 of the report.
- There are currently no staffing vacancies.
- The Trust has a strong well-being offer for staff and is also bringing colleagues together for training and the sharing of good practice.
- Governors questioned how PHSE is delivered. WC explained that it has been moved from form time and has been timetabled as a lesson. It is also interwoven into assemblies, personal development work, student conduct etc and can be adapted to address any issues which may arise.

Local Matters and Stakeholder Engagement

24. Policy Review -Trust Update

AH informed governors that the Trust is working on a uniform approach to statutory policies and will develop standard Trust policies where appropriate. The school's regular clerk had consulted with WC on the policy schedule for the UTC. AH requested that governors agreed to roll forward the current Behaviour and Exclusions Policies until they have been formally reviewed and updated. Governors **agreed** to do so.

25. Communication– To Trust:

- a) **Governors' Conference feedback 2024**-AH reported that the conference had been well-received, and he thanked the UTC for hosting it. Attendees had commented that it was important for those working at all levels of governance to interact and share experience and knowledge.
- **Governors asked** whether there was a forum to ask and answer questions. AH advised contacting the clerk in the first instance. AH had shared the skills audit results with individual boards and would consider whether there were any areas across the Trust which needed developing. He had already identified induction for new governors as a priority.

26. Communication – From Trust:

- a) Governors had been requested to complete the NGA Safeguarding course for governors by 30th October 2024 and the Prevent course on Governor Hub by 30th December 2024.
- b) The next Governance Conference had been planned for 14th June 2024.

AOB: None

Date and Time of Next Meeting: Tuesday 21st January 2025 at 4:30pm

Meeting Closed at 18:49

Minutes approved:

Date:.....

Table of Actions – LGB – 01.10.24

Agenda No.	Action	Who?	When?
2	To liaise to circulate parent governor recruitment literature	AH/WC/MM	Oct-24
4	To contact MMU re a sponsor governor	MM	Oct-24
5	To update declarations and confirmations for 2024-25	Governors	asap
10	To add "Industry Ready Review" to the January 2025 LGB agenda.	Clerk	Jan-24
20	To identify funding streams for the Literacy and Numeracy strategies at the Governor Away Day.	Governors	Oct-24