



Crewe UTC LGB

Blended Meeting via Microsoft Teams

Part 1 Minutes



Date: 21st September 2022 at 4.30pm

Present:

Dr M. Marsh – Chair
Professor G. Harris (GH) (From 5:45pm)
Mr J. Condliffe (JC)
Mrs H. Tattersall (HT)

Apologies:

Professor N. Fowler (NF)
Mrs K. Salisbury (KS)
Mr C. Slater (CS)

In attendance:

Mr L. McDaid –Executive Principal of Crewe UTC and SWS (LM)
Ms R. Whim – Vice Principal (RW)
Mr W. Chitty – Head of School (WC)

Clerk: Mrs C. Gritton

Administration

1. The Chair welcomed everybody to the meeting. Apologies were received and accepted from NF, KS and CS and the meeting was quorate.
2. There were no Declarations of Interest.
3. The Minutes of the Crewe UTC LGB meeting held on 22 June 2022 had been agreed by circulation via Governor Hub (GH) prior to the meeting. **The Chair confirmed their approval.**
Matters Arising – The Action Log was updated as noted thereon.
4. Appointments
- 4.1 Chair and Vice Chair for 2022/2023– Governors agreed the continuation of MM as Chair and NF as Vice Chair.
- 4.2 Link Governor Roles - HT is Safeguarding Governor, NF is KS5 Governor and JC is Engineering Governor.
ACTION: The Clerk will contact Governors on GH to ask for volunteers for the Special Educational Needs and Disability (SEND), Careers, KS4 and Health and Safety Link Governor roles.
- 4.3 LGB Membership – **It was reported that** Mr Cobley had stepped down from his Governor role due to work commitments and the Chair had thanked him for his service. The UTC had carried out the Parent Governor election process, but no one had come forward. Governors discussed ways in which the UTC might encourage parents to participate and **ACTIONS:** 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.
- 4.4 Governor Visits Governors will discuss a timetable when meeting to discuss the SEF (as at item 7.2).
- 4.5 Governance Health Check Item deferred.
- 4.6 Website compliance **ACTION:** LM/a member of staff will complete the checklist and pass to a Governor to check and confirm compliance at the next LGB meeting.

5. School Vision and Values

5.1 It was reported that the website had been updated and there was positive feedback from Governors and students. **ACTION:** The Vision and Values wording will be checked when Governors meet to discuss the SEF. Governors were keen to ensure that staff would be consulted, that the language used ensures it is clear that the UTC prepares students for employment and will highlight consistently across the website, the UTC aim to be outstanding.

6. School Performance

The Executive Summary UTC June 2022 v3 uploaded to GH prior to the meeting, was received.

6.1 Examination Results – Yr11 and Yr13 – It was reported that these were once again, the best ever, externally validated results recorded.

CHALLENGE: Governors noted that whilst the results were an improvement on 2019, they did not meet the ambitious targets set by the UTC and asked whether the plateau and dip shown on the graph towards the end of the data point represented an issue with the quality of education or students losing motivation, engagement and momentum at the end of Yr11 and if the latter, how will the UTC address the issue. It was reported that the targets, set using Fischer Family Trust (FFT50) are aspirational and ambitious and high attainers are targeted at FFT20. Substantial work has been put into the School Improvement Plan (SIP) around curriculum, the main driver being to encourage every student to excel through consistency of approach around curriculum planning, the sharing of expertise across departments and ambitious curriculum teaching.

CHALLENGE: Governors asked whether there was a risk of students who cannot achieve the high targets becoming disengaged. It was reported that the antidote to disengagement is to focus on adaptation rather than differentiation; teachers will look at the highly ambitious curriculum and adapt it to meet all needs. All departments will work together to address barriers and encourage rapid progress. Fundamentally, the curriculum is fit for purpose, but will now be taught in a multi-pronged approach.

CHALLENGE: Governors asked whether students will be measured in intervals to ensure they are learning what it is thought they are learning. It was reported that the graph in Executive Summary shows a number of both formative and summative assessment data collection points. Where individual deficit progression has been identified, study programmes include interventions such as one-to-one teacher and student meetings and ensuring each student is on the right pathway. **It was reported that** Pupil premium (PP) and SEND students' results are in the top 10% for Cheshire with regard to closing the attainment gap.

CHALLENGE: Governors asked whether students are engaging with this approach. It was reported that there was good engagement because students understand why this approach has been taken.

It was reported that the last Ofsted report had advised the UTC has a greater focus on the more able students and in response, the UTC has identified those individuals and set higher targets and interventions to bridge gaps.

CHALLENGE: Governors noted that the Engineering results were disappointing for an Engineering college but noted that Engineering is not measured on grades in the same way as GCSEs, but on Pass, Merit and Distinction and the majority of students obtained a Pass, which does not register on the graph as a 4+.

ACTION A: The results graph in future will show the Pass, Merit, Distinction results. **Governors suggested that** the UTC consider what it might learn from other UTCs as to how to improve Maths and English results to achieve results closer to the national average.

It was reported that the majority of measures in KS5 improved against 2019 results. A-Level groups are small in student numbers. They had not previously sat external examinations due to Covid, and they sat ability appropriate examinations to ensure they obtained qualifications.

CHALLENGE: Governors asked for a report on destinations. It was reported that all but 5 students had university or apprenticeship places (out of 41). Those 5 without places are in work or some sort, have applied for apprenticeships and await replies. The UTC continues to support them and is confident that they will all obtain apprenticeships. **ACTION B:** An update on their progress will be reported at the next meeting.

Governors reported that the UTC students had done well considering their lack of external examination experience and showed great resilience, noting Art and Design in particular as showing excellent results.

CHALLENGE: Governors asked what could the UTC learn about examination techniques from this examination experience? It was reported that knowledge retrieval has been built into every lesson to improve students' ability to recall and apply that knowledge. Walking/talking mock examinations will support examination performance and examination techniques and literacy are being looked at. Every middle leader will analyse subject deficits and they will work together to develop a whole school examination practice approach. **Governors encouraged the UTC to consider** the psychology of the pressure to achieve and look at ways to address students' emotional stress.

6.2 Pupil Attainment Targets for 2022/2023

CHALLENGE: Governors asked what the rationale was in raising attainment targets and whether there was risk they are unattainable, in particular whether they might cascade to individuals who may not achieve them . It was reported that the Trust has changed the way its schools think about targets and they are no longer linked to teacher performance management, but students do need to make expected levels of progress. The targets are ambitious, but staff are having careful conversations with students to encourage them to believe that they have the ability to obtain those targets. **Governors recommended that** staff ensure students are not over-pressured by those conversations. **Governors advised** the UTC to think about ways it might attract higher ability students and create a positive reputation about the opportunities the UTC can offer.

6.3 T-Levels Update It was reported that Mr Osborn and Mrs Silvano had put a great deal of work into obtaining formal approval for the UTC to offer T 'Levels and thanks was proffered to them for that work. From discussions with other providers and the Association of Colleges (AOC), it was decided that the relatively difficult nature of T 'Levels would mean that UTC students will need at least 1 grade 5 and 1 grade 6 to be accepted onto the T 'Level pathway. 20 students applied for places and 6 have been accepted and work placements are now being arranged. Other T 'Level providers in the UTC network have seen similar figures. Those students not accepted onto T 'Levels have gone onto the BTEC pathway, which has double the number of students this year from last year, due to the strict criteria used for acceptance onto T 'Levels, because the UTC is committed to ensuring that each individual student is on their most appropriate pathway. Now the UTC has approval, it can extend the T 'Level subjects next year and new strands and elements, such as IT and Healthcare, are being considered.

GH joined the meeting at 5:45pm

CHALLENGE: Governors advised that the UTC give careful consideration to resources, capacity and employer engagement when considering potential new T 'Level subjects, as Healthcare would be a very different to the UTC's current curriculum offers. Governors advised that the UTC speak with the Trust about any proposed additional T 'Level subjects.

CHALLENGE: Governors asked what the work placement requirements are for T 'Levels. It was reported that students do 45 days over 2 years, the timings of which are tailored to student and employer needs.

ACTION: SLT will report at the next meeting what the UTC is doing to support the work placements required of T 'Level students.

7. School Priorities

7.1 SIP 2022/2023 It was reported that the School Improvement Plan (SIP) objectives are being rewritten to build on the progress of the summer results.

7.2 Update on SEF ACTION: MM and LM will arrange a date for Governors to meet to discuss the SIP and SEF in detail.

7.3 Curriculum Update It was reported that Sir William Stanier School (SWS) and the UTC have aligned their working day to encourage teaching resource sharing across the 2 schools. UTC staff teaching at SWS help ensure all TLA students are aware of the varied pathways offered by Trust schools. The UTC is also looking to develop its enrichment activities for its students through links with other TLA schools. Following **Governor CHALLENGE it was confirmed that** the UTC has retained its longer school day and intervention programmes.

CHALLENGE: Governors asked about the relationship between UTC and the Trust and its schools. It was reported that the relationship has had a positive impact on safeguarding across the Trust as collaboration, although in its infancy, is sharing the good practices of well qualified and highly experienced Trust leaders and Designated Safeguarding leads (DSLs). In particular, the UTC has a good relationship with SWS SLT which is providing support to both schools' vulnerable students. The Trust conference was a great networking opportunity and more Governors should be encouraged to attend any similar future Trust events.

7.4 Staffing Update It was reported that realignment of focus has formalised additional SLT capacity without the need for additional recruitment. The UTC currently employs a consultant in the marketing and employer

engagement role, but a permanent role is being advertised. **ACTION:** The staffing structure will be uploaded to GH, showing vacancies.

8. School Welfare

8.1 Admissions and Pupil Numbers

CHALLENGE: Governors asked whether there were any targets as to how many students would come to the UTC from other Trust schools. It was reported that there were no such targets, but it is hoped that in 2 years' time, around 30 from SWS and The Oaks Academy (TOA) might come to the UTC. **Governors advised that** the UTC consider how to move its intake forward. Student numbers are fluctuating on a daily basis currently and Yr13 has seen numbers decrease as students have secured alternative apprenticeships, jobs or acceptance into the armed forces.

8.1.1 It was reported that managed moves continue to be successful as the UTC provides high levels of support and accountability, giving students coming to the UTC the opportunity of a fresh start and many are thriving. **In response to a CHALLENGE from Governors, it was confirmed that** these students are made up of a mix from other TLA schools as well as other Cheshire schools.

8.2 It was reported that Yrs 12 and 13 have made a good start to the academic year. Students are happy to be at the UTC, are engaged and excited by their courses and there is a buzz around lessons and the stretch of the work.

8.2.1 It was reported that Yr11 is a more challenging year, in part due to their disrupted schooling due to Covid. Online interviews and less transparency of student need on their intake has led to some high need students attending the UTC. Those students are on good quality programmes, with step-out provisions utilised where appropriate and there is good engagement overall. 2 students are on bespoke, credited work placements arranged by an external company so overall, all students are getting the support they need. **Governors noted the challenges of students with high needs and were encouraged by the UTC support offered and advised that the UTC look to ensure they make the best quality progress and can go on to great quality destinations.**

8.3 Attendance It was reported that persistent absenteeism of a small number of students affect the figures, but there are some exceptional attenders. The UTC Attendance Officer is improving parent communication and having a positive impact on attendance.

9. Policies

ACTION: Governors will consider the Policies on GH and report any comments to LM by 7th October 2022. If no comments are received/comments are resolved, by that date, the following policies will be considered approved and uploaded onto the UTC website.

Crewe UTC Attendance Policy September 2022

Crewe UTC Behaviour and Conduct Policy September 2022

Crewe UTC Exclusions Policy September 2022

10. Safeguarding

10. It was reported that there had been 93 incidents of safeguarding reported in the first 9 days of the term. In part, the high numbers are due to significant staff training in identifying issues and the particular difficulties of the current student cohort.

CHALLENGE: Governors were encouraged by the positive impact of CPOMS and asked whether the UTC had received all student reports from their previous schools. It was confirmed that not all student reports had yet been received at UTC but CPOMS is a helpful tool in terms of response and transparency.

11. Pupil Premium (PP) Reports

It was reported that ACTION: The report is being finalised and will be provided to Governors at the next meeting.

12. Local Matters

As reported in the Executive Summary regarding T 'Levels and the TLA Crewe schools' collaborative work.

13. Finance and EROVET Funding Update

<p>13. It was reported that with 240 students, the UTC will make a small operating surplus of c.£40k. If there are not 240 students at the autumn term census, the UTC may have to repay some funding in instalments. Numbers of Students with SEND have not been finalised yet but rudimentary calculations show the UTC has a higher number than average. On average, T' Levels bring in £12k, rather than the average student's £5k, but outgoing costs for T' Level students are also higher. A teachers' salary increase is anticipated, which will affect all schools' budgets but TLA has done modelling for this.</p> <p>13.1 It was reported that the UTC has fixed energy costs for the time being, so the energy cost increases are not yet a risk. The Trust is looking at energy savings across its schools.</p> <p>13.2 The final report for the Erasmus project has not yet been finalised and the UTC will be part of the presentation. The project focused on the vocational educational training in countries which do not have a UTC model. The UTC received £3,320.68 in August 2021 and all of the funding has been utilised, including reimbursements to Mr Hayes, all of which have been documented and recorded.</p>
<p>14. Matters to Share with the Trust Board</p> <ul style="list-style-type: none"> • Cost of living concerns re. salary increases
<p>AOB</p> <p>Governors requested the setting up of a Governor WhatsApp group to improve communication of urgent matters.</p>
<p>Date and Time of Next Meeting: Wednesday 7th December 2022 at 4:30pm Meeting Closed at 6:25pm</p>

Minutes approved:

Date:.....

Crewe UTC ACTION LOG – Post June 2022 Meeting			
AGENDA ITEM AND ACTION	By When	By Whom	Confirmed Completed
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.	ASAP	GH	
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	7/12/22	LM/Governor	
5.1, 7.1 and 7.2 Governors will meet to discuss the SIP, SEF, Visions and Values and Governor visits.	ASAP	Governors	
6.1A Future results' reporting graphs will include the Pass, Merit, distinction grades as comparison to GCSE numbered grades.	Next results' reporting	SLT	
6B SLT will provide an update on the 5 students yet to secure apprenticeships or university places.	7/12/22	SLT	
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	

7.4 The staffing structure will be uploaded to GH	7/12/22	SLT	
9. Governors will consider the Policies listed for approval and upload to the UTC website	7/10/22	Governors and SLT	
11. The PP report will be provided to Governors	7/12/22	SLT	
Previous Meetings			
Link Governor roles and engagement activities would be reviewed at the next meeting	Ongoing	All LGB	
Undertake Governor Hub Health-check exercise at meeting. Governors should review questions in advance.	Deferred at Autumn meeting	All LGB	
Revisit and update the original pupil growth projections.	Sept. 2022 Before January 2023	LM	Complete
Employer Engagement Working Panel to meet		LM/MM	
Website Compliance Audit (ofsted) to be undertaken	ASAP	LM	
8.2.1 An Employer Engagement Working Party will be established.	ASAP	LM/Governors	
12.1 Governors will let the Chair know if they wish to accept a new Link Governor role or be reassigned a current role.	Ongoing as at Sept. 2022	Governors	
Next Meeting: Wednesday 7th December 2022 at 4:30pm			