



MINUTES OF THE MEETING OF THE ESHER SIXTH FORM COLLEGE ACADEMY TRUSTEES

Wednesday, 27th March 2024 at 6.00pm

Present:

Tim Oliver (Chair)
 Dan Hards
 Natasha Meade
 Anna Mawson
 Emma O'Brien
 Liz Gilroy-Scott

Claire Douglas
 John Thater
 Dave Roberts
 Mark Nelligan
 Stephanie Fudge
 Ross Robinson

Terry Price (Member)

Sagar Patel, Deputy Principal, (Advising Officer)

Catherine Davies (Clerk)

Becky Voller, Divisional Director Creative Arts and Recreation (Guest)

1. PRESENTATION ON CREATIVE ARTS AND RECREATION DIVISION

Becky Voller, Divisional Director of Creative Arts and Recreation, briefed the Board on the work of the Creative Arts and Recreation Division.

The range of courses offered in this Division is wide and includes A Levels and vocational provision in Fine Art, Fashion and Textiles, 3D Graphics, Dance, Music and Music Technology, Film and TV Production, Digital Film and Video, PE and Sports Coaching.

The SLT have been working with the Division to drill down into the vocational provision and so far, Sport, Music and Performing Arts have been investigated. The student feedback from the sessions with the SLT has been beneficial and highlighted that the combination of A Levels and vocational courses is popular and attracts students to apply to the College.

The Division has been working with the SLT on Department Development Cycles and focusing on how to get students to be:

- independent learners and be curious
- improve communication to elevate outcomes
- looking at the question of “why”

As part of the College Digital Strategy the use of Virtual Reality is being investigated. New members of staff in the Department have also bought in new approaches to teaching and learning.

The Divisional Director gave an overview of the sporting teams and opportunities offered to students at the College plus options for gaining coaching qualifications. She highlighted the sporting excellence at the College and support given to those competing at an elite level. The

Divisional Director then turned to the Creative team and praised the industry links that have been developed and opportunities given to students such as attending drama workshops run by alumni.

A Trustee asked if the course contents are adapting to the changing needs of the creative industries and the Divisional Director replied that the teaching staff try to adapt the curriculum where possible, but course specs are only updated every few years.

The Chair thanked the Divisional Director for her interesting and informative presentation.

2. REGISTER OF INTERESTS

There were no declarations of business interests.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Jane Duscherer, Sophie Cook, Paul Collyer, Andy McVeigh and Carl Eggington.

4. CONSTITUTION

4.1 Vice Chair of Board of Trustees from September 2024

The Chair thanked John Thater for offering to shadow the current Vice Chair during the Summer Term to learn more about the role.

4.2 Academy Trust Handbook (ATH) September 2023 recommendation re employees as Trustees.

The Clerk updated the Board regarding Point 1.22 of the ATH issued on 1st September 2023 that states “only the Senior Executive Leader can be appointed to the Board. No other employees should serve as Trustees nor should Trustees occupy staff establishment roles on an unpaid voluntary basis”.

The 2 Staff Trustees were elected during June and July 2023 and appointed to the board on 1 September 2023. The Board agreed that because the Staff Trustees were elected before 1st September 2023, they should serve out their notice (until August 2027).

5. MINUTES OF THE ACADEMY TRUST MEETINGS OF 6TH DECEMBER 2023

The Board approved the Minutes of the Board of Trustees meeting of 6th December 2023.

6. MATTERS ARISING

None

7. PRINCIPAL’S REPORT

The Chair thanked the Principal for his written report. The Principal updated the Board with a verbal overview including:

- 1.89% increase in funding per student for the 2024/25 year.
- An increase in the number of teaching periods for students resitting Maths GCSE from 3 to 4 per week from 2025/26.
- The possibility of industrial action at the end of this academic year and lack of information provided regarding Minimum Service Level obligations for Colleges.

- There has been success in filling teaching vacancies with help from active use of the Expression of Interest online form.
- The College has launched a M365 Co-pilot trial with a small group of staff.

A Trustee asked about initiatives to reduce staff workload and help with well being and the Principal replied that updating staff benefits and using AI to help teachers with preparation and resources were options being considered

The Board enjoyed watching a rough cut of a promotional film of the College.

7.1 The Student Union Report

The Vice President of the Student Union updated the Board on recent activities including the Blue Dot meal deal offer in the canteen, organising Christmas hampers for the East Elmbridge Food Bank and a successful Winter Fair that raised funds for Shelter. Looking forward the SU is organising the Summer Festival and aims to engage the local Thames Ditton Community. Representatives of the SU have met with the SLT to discuss the new EDI Policy and Mission and Values Statement for the College.

The Principal thanked the SU for their insightful contribution to the Mission and Values focus group.

The Chair thanked the Vice President for his excellent report and thanked both Student Trustees for their high level of engagement in their roles.

7.2 Management Accounts, plus forecast outturn, cashflow and Commentary for 4 and 5 months to 31.12.23 and 31.01.24.

The Board approved the Management Accounts for 4 and 5 Months to 31.12.23 and 31.01.24.

7.3 Review of Quality Improvement Plan

The Deputy Principal introduced the QIP and highlighted key points including:

- Recent mock exam data suggests Targets 1-3 should be met.
- Target 4 is on track with a clear plan in place regarding Level 3 qualification reform.
- Attendance continues to be a priority and to achieve Target 9 the SLT is working on a comprehensive attendance strategy.
- The Deputy Principal continues to Focus on Target 6 to introduce universal timetabled workshop time for 24/25.
- Target 7 and supporting learners with SEND also continues to be a priority.
- The Principal gave an update re Target 15 – Vision and Values. The Strategy and Policy Committee will review the draft Missions and Values document at the June meeting.

A Trustee asked how high needs students without an EHCP are being supported and the Deputy Principal outlined Quality First teaching and other strategies that teachers can use to support students with Learning Needs but without an EHCP in place.

8. POLICIES

8.1 Admissions Policy and Appeals Procedure 2025

The Principal introduced the Admissions Policy 2025 and highlighted the introduction of the KT6 postcode for guaranteed applicant status and added that guaranteed status

continues to be offered to Chessington Community College and Richmond Upon Thames School.

The Board approved the Admissions Policy and Appeals Procedure 2025.

8.2 Equality, Diversity and Inclusion Policy 2024

The Board reviewed the EDI Policy that was approved at the Strategy & Policy Committee Meeting in March.

The Board agreed to review the EDI Policy in the Spring Term of 2025 and to seek legal advice in the future if need be.

Action: Clerk to ensure EDI policy is reviewed in 2025.

9. DfE SCHOOL RESOURCE MANAGEMENT SELF-ASSESSMENT CHECKLIST

The Board approved the DfE SRMSA.

10. REPORT BACK FROM COMMITTEES

Strategy and Policy

The Chair briefed the Board on the meeting of 6th March 2024 that discussed the policies that were detailed earlier in the meeting along with additional HR policies.

Finance and Estates

The Principal briefed the Board regarding the Iceland Trip from 2021.

11. LINK TRUSTEE REPORTS

The Link Trustee for Careers Progression provided a written report that included an overview of the Higher Education Fair that had recently taken place. A Trustee who had visited the Higher Education Fair and the Higher Education Evening for Parents praised the excellent events.

The Chair thanked Progression Guidance Team for their excellent work.

The Link Trustee for Safeguarding and EDI gave an update of her recent meeting with the Director for Safeguarding and EDI which included a discussion regarding getting people to see through the lens of others.

12. ANY OTHER BUSINESS

The Clerk informed the Board that the Minutes will be signed electronically going forward.

12. DATE OF NEXT MEETING – Wednesday 10th July 2024 at 6pm

The meeting closed at 7.30pm

Attendance was 70%

Signed.....

Date.....

SUMMARY OF ACTIONS

AT3-001	Clerk to ensure EDI policy is reviewed in 2025.
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SUMMARY OF TRUSTEE CHALLENGE [C] / SUPPORT [S]

C/S	Minute	Topic
S	7	The Chair thanked the Vice President for his excellent report and thanked both Student Trustees for their high level of engagement in their roles.
C	7	A Trustee asked how high needs students without an EHCP are being supported and the Deputy Principal outlined Quality First teaching and other strategies that teachers can use to support students with Learning Needs but without an EHCP in place.
S	11	The Chair thanked Progression Guidance Team for their excellent work.