



TyneCoastCollege

Meeting of the Quality, Curriculum and Standards Committee

Venue: STC, Conference Room 1 & TEAMS

Date: Tuesday 25 June 2024

Time: 5.00pm – 7.05pm

Present: Doug Cole (in the Chair)
Martin Alexander
Joanne Fanning

Apologies: Gary Hindmarch
Jacqueline Watson

In Attendance: Neil Longstaff (Director of Governance)
Simon Ashton (Principal SSMS)(SA)(TEAMS)
Mandy Morris (Principal)
Eamonn Murphy (Soft Services Manager / Safeguarding Lead)
Diane Turner (Vice Principal)
Tony Pattison (Director of Quality – Teaching & Training)
David Gardner (Assistant Principal)
Emma Douglas (Director of HE Quality and Systems)
Joanne Chadwick (Director of Business Engagement, Partnerships, Skills and Apprenticeships)(JCh)
Lorraine Schapira (Director of Marketing & Recruitment)
Malcolm Grady (Chair of Governors)

ACTION TRACKER

MINUTES

ITEM	ISSUES	ACTION
1.	Apologies for Absence The Committee approved apologies for absence received from those noted above having first considered the reasons for their absence. A round of introductions was made.	
2.	Declarations <u>Declarations of Interest</u> The Chair reminded members to declare any conflicts of interest as they arose on the agenda. <u>ii. Business to be raised under Item 13</u> None.	

<p>3.</p>	<p>Minutes</p> <p>The minutes of the meeting held on 18 March 2024 were agreed and signed by the Chair.</p> <p>Matters arising not covered on the agenda</p> <p>As reported on the Action Tracker.</p>	
<p>4.</p>	<p>Presentation: Overview of Annual Accountability Agreement</p> <p>Mandy Morris (Principal) gave an overview of the Annual Accountability Agreement; she reminded governors what it was and what it was used for.</p> <p>It was confirmed that the document was uploaded to the ESFA on June 20 after being amended on the recommendation from governors.</p> <p>The report included information on the curriculum plan for the next two years due to the introduction of the T Levels. It was noted that the Strategic Plan was from 2020-2025 and this might need to be reviewed to run parallel with the AAA 2024-26.</p> <p>The new Ofsted report was going to be uploaded to the College website.</p> <p>There was a new skills plan that looked demographically at where the College sat including the two local skills improvement plans. In 2024 the college would move to two different authorities which were going to be ESFA and NECA (North East Combined Authority).</p> <p>MM felt that it was positive times in education and areas to look forward to. The allocation had been awarded from NECA the challenge was now to achieve the numbers.</p> <p>Q. Where was the college with the number of enrolments? Last year the college hit the target of 1941. There was a lot of work around subject leads taking more responsibility and having to justify why a learner had or hadn't had a good learning experience. Collaboration with marketing to make sure all the numbers added up and that what was being reported to Board, was accurate. LS stated that of the 16-18 year applications 921 had accepted their offer. MM stated that the college was in a much better position than this time last year.</p> <p>It was noted that the Curriculum Plan had significant input from external bodies.</p> <p>Q. Was the AAA subject to discussion within the Annual Summer Conversation with the DfE? Yes.</p> <p>Resolved: That the governors accept the verbal presentation and acknowledge the information as presented.</p>	
<p>5.</p>	<p>Annual Accountability Agreement and Curriculum Plan</p> <p>Confidential item</p>	
<p>6.</p>	<p>College Overview</p> <p><u>South Tyneside College</u></p> <p>Confidential item</p>	

	<p><u>TyneMet College</u></p> <p>Confidential item</p>	
7.	<p>Quality Update for STC/TyneMet incorporating KPIs Monitoring</p> <p>Confidential item</p>	
8.	<p>Quality Report for SSMS</p> <p>Confidential item</p>	
9.	<p>Apprenticeship Update</p> <p>The purpose of the report was to update the committee with information against progress since the last committee meeting.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> • Apprenticeship in year update • Apprenticeship plan 24/25 (195 new starts, majority in construction) • Apprenticeship Deep Dive • End loading of maths and English – This changed to a front-loaded model to support with achievement. The college no longer delayed End Point Assessments when Apprentices were at Gateway. • Lack of Work-based Assessors in Construction – All staff were now in place. • Delayed End Point Assessment bays in Construction – This had now been completed. • The two standards TCC had been removed: Accounts or Finance Assistant L2 & Operations/Departmental Manager L5. • The new standard that TCC introduced: Metal Fabricator L3. • The college's recent collaboration with Blackpool & the Fylde College resulted in the development of essential support materials for apprenticeships, including the TCC Parent Guide; Employer Guide; Apprentice Handbook; Business Mentor Pack. These resources would empower TCC to provide comprehensive guidance to all stakeholders involved in apprenticeships, fostering a better understanding of their roles and contributing to positive outcomes. • Effective from 1/8/24, an additional Business Engagement Advisor would join the team at TCC, resulting in two members of staff. This strategic expansion aimed to increase employer outreach, enhance the quality of Careers Education Information Advice and Guidance (CEIAG) and further strengthen the college's connections with industry partners. • New appointment of Deputy Head for Apprenticeships at TyneMet within Construction. <p>A governor stated that apprenticeships nationally were challenging, employer engagement and government investment had not been as expected, however, felt encouraged by the report and enthusiasm within the department.</p> <p>Resolved: That the governors accept the report acknowledging the information as presented.</p>	
10.	<p>Safeguarding Update</p>	

The purpose of the report was to provide a termly update of the safeguarding statistics/trends and concerns. Challenges and successes would be highlighted in the safeguarding procedures, referrals and processes.

The following was discussed from the executive summary:

- Year on year comparison to date the college was slightly behind where it was this time last year. Although cases were slightly less, the college was seeing more protracted cases which were complex and required more time and resource.
- In comparison, the college dealt with 477 individual students (out of 550 referrals) this time last year the college had dealt with 410 (out 610) to this point last year, this demonstrated progress with efficiencies and effective triage of referrals versus previous year.
- Lead concern was Mental health with 32% of referrals being related to this concern.
- 28% of referrals were related to friendship and relationship/family breakdowns, with the majority of these concerns coming from family/parental/home fall outs, this has been the biggest increase in year.
- 53% referrals came through at TyneMet, with 41% at STC, 5% at Marine and 1% related to QA
- 6% of referrals were related to 14-16, 67% related to 16-18 & 27% related to Adults.
- 18% of referrals (100) required social services intervention (up by 1% versus last year) Police were involved in 12% (67) of referrals (up 1% on last year), 44% (244) of referrals (up 1% on last year) required parent involvement and wellbeing involvement. 2% of referrals required no further action.
- Significant increase in Peer-on-Peer sexual incidents reported, highly complex.
- Knife possession or incidents involving knives/weapons, had not yet come to fruition, although there was a situation involving a student from STC who received significant injuries to his neck, fortunately he made a full recovery and was back at college. Both North and South Tyneside, had raised major concerns with the rise of knife violence/crime in both regions.
- 56% of Individuals related to referrals had a SEN need, up by 14% on previous year.
- 96% of individuals referred to safeguarding had remained on program, up 8% on previous year.
- 1 prevent referral, which was ongoing.
- Dr Winterbottom fund had received 83 successful applications accessing £10k to support students with food poverty, uniforms, equipment etc.

MM congratulated the team, it was acknowledged it was a stressful department, this was also recognised by Ofsted in their final report.

Q. There were quite a few of distressing cases what support was offered to the team?

Clinical supervision visited the college every term and 1-2-1 support with the Safeguarding Officers from the Safeguarding Manager. Wellbeing team also received 1-2-1 support.

Q. Was there any evidence of the causes of mental health issues? Last 12 month there have been a lot of financial issues twinned with family breakdown problems. Social media remained a factor and could not see that changing.

It was noted that those social media factors were outside the control of the college however the college were having to deal with the aftermath. The Safeguarding and Wellbeing Manager had noted that she was to look at changing the delivery of personal

	<p>development and to look at building resilience to help the student deal with the pressures of social media. EH explained that they had introduced Building Resilience as a hot topic early in the academic year and found that it had quelled the wellbeing referrals. Due to the positive impact this was going to be rolled out 3-4 times throughout the academic year, it was about completing targeted support and integrating it into their learning.</p> <p>There was to be further development around group work with the personal development coaches incorporating careers, life skills and life resilience.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. That the governors accept the report acknowledging the information as presented. ii. That Safeguarding Update is to be a higher priority on the Quality, Curriculum and Standards agenda. 	NL
11.	<p>Marketing Update including destination and applicant information</p> <p>The purpose of the report was to update the committee on marketing, school liaison and careers activity.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> • Marketing activity (2 Marketing Coordinators with 1 vacancy) • School liaison (2 staff) • Careers • Admissions • Destination, progression and applicant information • 71% internal progression rate (NR 75%) • 16-18 applicants and the numbers accepted to date. • Careers team were within the marketing remit, new systems were put into place, a careers lead was dedicated to each department, in the process of creating an internal careers guide. • 95% of the students had received a 1-2-1. • The department had been understaffed for 18 months due to maternity covers. • Impact of budget cuts had an impact on integrated marketing which was a concern for the department. • ‘Keeping warm’ was critical for the college, due to the budget this has had to be cut but it was still imperative to do. • £300k budget cut which had a detrimental effect on marketing. • QR code acceptance had proved to be an excellent addition to the enrolment process. <p>Q. Are emails and texts a little old fashioned? Yes, possibly however they were free. Tick Tock was another platform however the branding had to be decided, was it to be Tyne Coast College branded or individual site focussed. All other social media platforms were accessed to market the college.</p> <p>There were ongoing discussions with the finance team to see what the priorities for the next few months were, what was impactful and what was the cost.</p> <p>Q. Is your budget decided on historical budget or was it related to performance? LS stated she was unsure. Last year the department overspent by £50k however LS knew there were savings with staffing to be made which offset the overspend.</p>	

	<p>A governor highlighted the increase from 40% to 71% internal progression was exceptional and felt that the Marketing was a crucial area which had to be monitored carefully for the coming months in order to maximise the numbers.</p> <p>Resolved: That the governors accept the report acknowledging the information as presented.</p>	
12.	<p>Feedback from Business & Stakeholder Groups</p> <p>None</p>	
13.	<p>Any other business</p> <p>None.</p>	
14.	<p>Date and Time of Next Meeting</p> <p>TBC</p>	
15.	<p>Identification of Confidential Items</p> <p>Resolved: That the following item are to remain confidential:</p> <ul style="list-style-type: none"> • Item 05 – Safeguarding update • Item 06 – College Overview • Item 07 – Quality Update for STC/TyneMet • Item 08 – Quality Report for SSMS 	

Signed:.....

Date: