

## Meeting of the Quality, Curriculum and Standards Committee

**Venue:** TEAMS  
**Date:** Thursday 16 February 2022  
**Time:** 4:00pm – 6.15pm

**Present:** Malcolm Grady (in the Chair)  
 Jackie Watson  
 Sheila Alexander  
 Susan Wear  
 Colin Seccombe  
 Gary Hindmarch

**In Attendance:** Mandy Morris (Principal)  
 Simon Ashton (Principal SSMS)  
 Neil Longstaff (Director of Governance)  
 Craig Scott (Director of IT)  
 Tamara Stephenson (Head of Student Services and Safeguarding)  
 Lorna Lister (Clerk)

ITEM	ISSUES	ACTION
1.	<p><b>Apologies for Absence</b></p> <p>None received.</p>	
2.	<p><b>Declarations of Interest</b></p> <p>The Chair reminded members to declare any conflicts of interest as they arose on the agenda.</p> <p>There were standing declarations for links to Tyne Coast Academy Trust for the following: MG, SW and CS.</p>	
3.	<p><b>Minutes</b></p> <p>The minutes of the meeting held on 10<sup>th</sup> November 2021 were agreed and to be signed by the Chair.</p> <p><b>Matters Arising not covered on the agenda</b></p> <p><u>3.1 Quality Report</u> Confidential item</p> <p><u>3.2 Draft College FE Self-Assessment Report 2020-21 and QIP 2021-22</u> Confidential item</p>	
4.	<p><b>Quality Reports – Overview</b></p> <p>Confidential item</p>	

<p><b>5.</b></p>	<p><b>Safeguarding arrangements and Support Services to students – update</b></p> <p>TS presented a PowerPoint presentation to the Board.</p> <p>The main points in the report discussed were:</p> <ul style="list-style-type: none"> <li>• What is safeguarding</li> <li>• Safeguarding Policies &amp; Procedures (old and new)</li> <li>• Designated Staff Roles and Responsibilities</li> <li>• Reporting &amp; Recording</li> <li>• Ensuring the Safety of Students and Staff on Campus</li> <li>• Supporting students as ‘Greatest risk’</li> <li>• Good governance</li> </ul> <p>Q. Were the changes to the policies and procedures deficiencies or were there new changes that had to be made? TS stated that previous policies were not adequate and required enhancement to bring them in line with legislation.</p> <p>Q. What risk does the college run not having the enhanced procedures in place? TS stated that if Ofsted inspected the college not having these extra procedures in place it would expose the college.</p> <p>The governor stated that this was not his experience in the past and he had formed the impression the college was always very good on safeguarding. There were now risks identified that governors previously did not have.</p> <p>Another governor highlighted that a SAR had just been written with a ‘Good’ on safeguarding. He sought clarification as to how it had changed in 4 weeks. MM explained that within the last two years the context in which safeguarding operated had changed significantly.</p> <p>TS stated that the enhanced procedures that were being implemented were to mitigate the risks that she felt were within the college in that ever-changing demographic.</p> <p>The Chair noted the new approach as well as the in-depth experience TS had, it was to minimise the risk and he was satisfied that the areas had been identified and now being enhanced.</p> <p><b>Resolved: That the committee acknowledge the information provided.</b></p>	
<p><b>6.</b></p>	<p><b>14-16 Youth College Provision</b></p> <p>Confidential item</p>	
<p><b>7.</b></p>	<p><b>Annual Review of College Charter</b></p> <p>The Principal explained the College Charter was being reviewed and would be presented to the committee once formalised.</p> <p><b>Resolved: That the information is noted.</b></p>	
<p><b>8.</b></p>	<p><b>Any other business</b></p> <p>Confidential item</p>	

<p><b>9.</b></p>	<p><b>Identification of Confidential Items</b></p> <p><b>Resolved: That the following items are to remain confidential:</b></p> <ul style="list-style-type: none"> <li>• <b>Item 3 – Matters arising (3.1 &amp; 3.2)</b></li> <li>• <b>Item 4 – Quality Reports</b></li> <li>• <b>Item 6 – 14-16 Youth College Provision</b></li> <li>• <b>Item 8 – Self Assessment Review - Hall of Residence</b></li> </ul>	
<p><b>10.</b></p>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting was to be held on Wednesday 15 June 2022 at 4.00pm</p>	
<p><b>11.</b></p>	<p><b>Deferred items</b></p> <ul style="list-style-type: none"> <li>• <b>Apprenticeship Strategy</b></li> <li>• <b>Curriculum Strategy Update</b></li> </ul>	

**Signed:** .....

**Date:** .....