

**Minutes of the meeting of the South Bank Engineering UTC School Advisory Board**  
**held at 4.00 pm on Wednesday, 5 February 2020**  
**South Bank Engineering UTC, 56 Brixton Hill SW2 1QS**

**Present**

Lesley Morrison (Chair)  
Beau Fadahunsi  
Austin Sheppard  
Joanne Young

**Apologies**

Ed Arthur  
Ian Brixey  
Tony Roberts

**In attendance**

Kam Bains  
Alexander Enibe

**1. Welcome and apologies**

The Chair welcomed everyone to the meeting.

The above apologies were noted.

**2. Declarations of interest**

The SAB noted interests of AS, and KB in the pay policy update under item 10.

**3. Minutes of previous meeting**

The SAB approved the minutes of the previous meeting held on 7 November 2019.

**4. Matters arising**

The SAB noted the actions arising from the previous meeting.

Under item 4, the Principal confirmed that he had visited two academies in Coventry and Warwick with strong links with Warwick University and Jaguar Land Rover.

The SAB noted that the careers event will be held later in the year but the date is yet to be confirmed.

The SAB noted that the risk register would come to the next meeting on 5 March 2020.

The SAB requested the SEND update to be on the next meeting agenda of 5 March 2020.

## 5. **Principal's report**

The SAB noted the Principal's report.

### *Quality of Teaching and Learning*

KB confirmed that more learning walks are taking place in the afternoon. He also said that there is consistency in marking, they are now getting responses on feedbacks.

KB confirmed that he noticed inconsistent teaching and the reason for this was lack of leadership, but that a Director of Maths has now been appointed, which has started making an impact.

On department reviews, the SAB requested to see a summary of the action plan so that they are able to measure progress.

### *Attainment*

The SAB noted the Redborne data provided for Year 10.

The SAB noted that the science figures do not look positive. KB said that this is likely to change because more time has been created for the students to study sciences.

### *Attendance*

The SAB noted the attendance chart.

The SAB requested assurances from the Principal that students with different background are not disadvantaged.

The SAB requested to have indications on the chart showing pupil premium, SEND and gender.

The SAB noted that an attendance officer has been appointed and she is doing well, as there has been some impact. The Principal confirmed that she is taking on more responsibilities.

### *Behaviour and Exclusions*

RH confirmed that the total number of behaviour incidents compared to the same time last year has reduced. He said that there has been 27 fixed term exclusions since September 2019.

The SAB noted the disproportionate numbers in the SEN students.

The SAB requested the Principal to also include data on repeated offenders in the table.

The SAB requested the Principal to provide data on all exclusions to the SAB.

RH confirmed that about 2/3 of the SEN students are undiagnosed and that the UTC has now started the process of getting them diagnosed.

The SAB requested the Principal to review the SEND issues at the UTC.

RH confirmed that students' behaviour outside the classroom is poor, but their behaviour inside the classroom is satisfactory. The SAB noted that this was an area that needs to be improved.

The SAB requested the detention data on Year 12 students.

### *Safeguarding*

The SAB noted that the Designated Safeguarding Lead (DSL) received training on the UTC's single central register (SCR). The DSL will now work closely with the SBA Trust HR assistant and reception with regards to the SCR.

The SAB requested the Principal to review the safeguarding policy.

The SAB suggested that it would be good for the SBA Trust to have every staff on the DBS update service.

The SAB noted that the SAB need to receive a safeguarding update and the Chair would organise this with the Clerk.

The SAB requested the safeguarding link governor to organise a termly meeting with the DSL. The Chair to organise with the DSL.

### *Staff*

The SAB noted the recruitment update.

The SAB noted that Maths replacement is required in September 2020.

## **6. Employment engagement project record**

The SAB noted the Employment engagement project record.

The SAB suggested that the Principal liaise with the employment engagement link governor to confirm if this was the information he had requested.

7. **School Improvement Plan (2019/20) and SEF (2019/20)**

The SAB noted the updated School Improvement Plan.

It was agreed that the School Development Plan should come back to the May 2020 SAB meeting.

8. **Carolyn Unsted Report**

The SAB noted the Carolyn Unsted report.

The SAB noted the actions from this report and emphasised the importance of implementing these actions.

9. **Year 11 updated data dashboard**

The SAB noted the Year 11 updated data dashboard.

10. **Pay policy update**

The SAB noted the SBA pay policy update from the Executive Principal.

**Date of next meeting  
4.00 pm, on Wednesday, 18 March 2020**

**Confirmed as a true record**

..... (Chair)