

Minutes of the meeting of the South Bank Engineering UTC School Advisory Board
held at 4.00 pm on Wednesday, 25 March 2020
via MS Teams

Present

Ian Brixey (Vice-Chair, in the Chair)
Ed Arthur
Beau Fadahunsi
Tony Roberts
Austin Sheppard

Apologies

Lesley Morrison
Joanne Young

In attendance

Michael Broadway
Dan Cundy

1. Welcome and apologies

The above apologies were received. In the absence of the Chair, the Vice Chair chaired the meeting.

The focus of the meeting would mainly be on the coronavirus crisis including a review of the Principal's Covid 19 Update document.

2. Declarations of interest

No member declared an interest in any item on the agenda.

3. Minutes of previous meeting

The minutes of the previous meeting were approved.

4. Matters arising

The SAB noted an update on the matters arising from the previous meeting. The School Improvement Plan would be prepared for the May 2020 meeting.

It was noted that some of the actions from the previous meeting minutes had not displayed. Ongoing actions that require in school action will now have to be held in abeyance until it re-opens.

5. **Principal's report**

The SAB discussed the Principal's report in detail.

The SAB noted that the number of learning walks in the last quarter had declined and it was explained that this was because of coronavirus effect

The SAB noted the main priorities emerging from the department reviews. Following these reviews, each department is preparing a department improvement plan. The SAB said that it was important for these plans to be implemented when the school returns to normality.

The SAB discussed year 11 and year 13 expected attainment. Following the cancellation of the 2020 GCSE and A-level exams because of the coronavirus crisis, the mechanism of assessment was unclear, but it was expected that teacher predictions would form a part. The SAB asked if there were risks for students who either show under or over attainment in the predictions for them compared to likely exam results. The Principal said that he was confident that he expected that the predictions would be a true reflection of the student's abilities.

The SAB noted that a number of year 13 students had unconditional offers to university and effort was being made to ensure their continued engagement in education.

The SAB noted the update on attendance and requested the data to also show the attendance figures without excluded students in future reports as a comparison to see if just a few number of students is disproportionately skewing the figures.

The SAB noted that the overall number of exclusions was decreasing. However the number of exclusions in year 12 is increasing due to persistent attendance or conduct issues. The SAB said that this was an area for further attention on return to normality.

The SAB noted the update on safeguarding.

The SAB noted the challenges in recruiting teachers using remote interviews and selection. The SAB said that they had no objections to the Principal using his discretion in appointing teaching staff using 'Skype' type interviews. The Principal said that the interviews included requiring the interviewee planning and teaching a mock lesson remotely.

The SAB noted that Kam Bains, Vice Principal had secured a job as a Principal. The SAB congratulated Mr Bains and thanked him for his work as Vice Principal. A replacement was being recruited but a remote interview for this position was not anticipated.

Recruitment for a lead for the new Health stream for the UTC has proved to be problematic during the current health crisis and this requires further consideration about how to fill this important post.

Industry sponsor governor from Skanska confirmed that the work experience places already identified for some students would continue in July notwithstanding the Covid 19 situation and suitable virtual work experience would be provided if necessary. Further details will be provided nearer the time.

6. **Coronavirus update**

The SAB said that it could be seen that the efforts of the Principal and his staff in preparing for the new situation with Covid 19 looked to be well constructed. The SAB emphasized what they considered to be ongoing key areas of focus as: How to maintain a quality of teaching and learning remotely; safeguarding when students are not at school; and provision of free school meals.

The SAB discussed the current coronavirus crisis and the impact on schools and the UTC. Following government advice, the UTC had closed and staff were engaging with students remotely. The UTC was not required to remain open for students as there were none in the category regarding key workers or vulnerable students.

All students had access to a laptop and their engagement with learning was being monitored. Clear guidelines had been issued to students about taking breaks, ending the school day at 3pm and not working at the weekend. Students were expected to login at least once every three days. In response to a question on safeguarding, the SAB noted that video conferencing is not being used.

The SAB discussed how the UTC was supporting the continued provision of free school meals to eligible students. Due to the challenges with students collecting food from school, some who have to travel some distance from outside of the borough, a supermarket voucher scheme was being looked into. The SAB noted the potential to connect with the efforts of local boroughs to provide meals to vulnerable people, a governor had information regarding this provision from a range of boroughs in south of London and would send

the Principal details. The SAB requested to be kept informed of arrangements.

The SAB discussed the potential impact of the coronavirus crisis on next year's recruitment. All interviews would be conducted remotely and online marketing is being increased. The SAB noted the added challenge of year 10 recruitment and the increased likelihood that parents would be less willing to want their children to move schools without visiting the school.

7. **UTC risk register**

The SAB discussed the risk register, which would be comprehensively updated to take into account the coronavirus crisis.

The SAB noted the Baker Deering Trust visit in February 2020 and the positive feedback received. The report would be circulated to members of the SAB.

The SAB noted the steps taken to ensure staff welfare in the current circumstances. All agency staff would continue to be paid despite the closure of the school.

The SAB noted that the Chair is being updated every week on coronavirus and requested a bulletin update every two weeks. The chair would arrange for this to be circulated to the SAB members Bulletin may include development of the action plan and progress with activities including teaching and learning, numbers of students and or staff who have had to enter isolation due to actual or suspected Covid 19 infections, number, if any, of potential safeguarding issues arising.

A suggestion was made that staff may take the opportunity to upskill especially for middle management opportunities. This may help provide motivation to some staff as they work from home.

A suggestion was made to investigate potential industry on-line learning for students (and perhaps staff) which might be made available during this time, e.g A company called esri who the head of computing has been developing a potential teaching and learning plan. This could be a great opportunity for students to gain additional skills outside of the normal curriculum aimed at industry required skills for potential employability and motivate them during this difficult time.

8. **SEND Issues**

This item was deferred to a future meeting.

9. **Safeguarding policy**

This item was deferred to a future meeting.

10. **Thanks and support**

The SAB thanked the Principal for his hard work at this difficult time and for him to pass on these thanks also to all of his team. The SAB offered to provide whatever ongoing support that they could to the Principal and the SLT.

**Date of next meeting
4.00 pm, on Wednesday, 13 May 2020**

Confirmed as a true record

..... (Chair)