

Minutes of the meeting of the South Bank Engineering UTC School Advisory Board
held at 4.00 pm on Wednesday, 27 March 2019
South Bank Engineering UTC - South Bank Engineering UTC, 56 Brixton Hill
SW2 1QS

Present

Lesley Morrison (Chair)
Ian Brixey
Dan Cundy
Joanne Young

Apologies

Leona Ross
Ed Arthur
Beau Fadahunsi
Tony Roberts

In attendance

Kam Bains
Alexander Enibe

1. Welcome and apologies

The Chair introduced herself to the SAB (being her first meeting as Chair) and welcomed the governors to the meeting.

The above apologies were noted.

2. Declarations of interest

No governors declared a conflict of interest in any item on the agenda.

3. Minutes of previous meeting

The SAB approved the minutes of the previous meeting of 27 February 2019.

4. Matters arising

The SAB noted the actions arising from the previous meeting.

The Principal confirmed that the last year's computer science results were not good but that they are working on doing better next year, as a lot of work has gone into this area.

The Principal confirmed that the employment engagement schedule is still being developed by the Vice Principal and a lead time would be provided to the employment sponsors in June 2019.

The SAB noted that a survey had just been completed before the Ofsted inspection in February 2019. The Principal confirmed that the Ofsted inspectors said to them that the majority of the staff survey results from their interactions during the inspection were positive. The Principal suggested that another survey would be conducted in the future.

The Principal confirmed that they are currently working on different schemes to incentivise the students for non-late coming. He said they are working on offering the students driving lessons, gym membership at the LSBU etc.

5. **Principal's report**

The SAB noted the Principal's report.

Ofsted action plan – progress update

The Principal confirmed that they have identified five key areas to work on. The five areas are: Quality of teaching, learning and assessment, Quality assurance and staff development, Literacy and communication, 16-19 study programmes and outcomes and Attendance, punctuality and behaviour for learning.

The SAB noted that there are a number of expert inputs into the Ofsted action plan from Rachael Norman (Lambeth Secondary Improvement Advisor), Carolyn Unsted (DfE Education Advisor) and Neil Bramwell (Baker Dearing Trust Educational Advisor). In addition, Racheal Norman will be providing regular inputs, including unannounced visits to lessons to judge progress over time against the plans.

The SAB asked if there would be ragging to monitor how progress is been made. The Principal confirmed that the progress will be monitored and this will feed into the review and improvement plan.

The Quality of Teaching and Learning

On Quality of teaching, there will be development of middle managers. Teachers would invite the SLT to come and see how the students are being taught and the SLT are expected to report back. The Principal confirmed that there is weakness in the book reviews like in engineering subjects.

The SAB asked who checks that the marking policy is working. The SAB noted that the Vice Principal and SLT do the marking scrutiny. The Vice Principal confirmed that the plan is for every unit to have an in-depth marking review. The SAB noted that the UTC is now working with Annette Moses (Vice Principal) from the UAE, who is also at the UTC on marking policy.

The SAB asked how often teachers were expected to mark work and whether every two weeks was enough. The Vice Principal confirmed that two weeks is sufficient for some subjects.

In response to a question, the Vice Principal confirmed that the new teachers have a lesson plan/common starter.

Outcomes 2019

The SBA noted the outcomes 2019.

The Principal confirmed that they have covered the Ofsted areas and can measure their data against the national average and this satisfies Ofsted.

The SAB noted that the UTC does sets and the Principal confirmed that a lot has been invested in Year 10 and this has worked and this can be seen in the mock exams. The Principal also confirmed that Rob Harding has joined the UTC from the UAE on part-time and the UTC have benefitted from this, as Rob is focusing on the UTC 15 (challenged students).

Safeguarding

The SAB noted that there has been no significant safeguarding issues since that last report at the February 2019 SAB meeting. However, the UTC ran a knife arch on 14 March 2019. One student had pepper spray, which is being investigated by the police.

The SAB asked when the SBA scheme of delegation would be ready and the Clerk advised that the scheme of delegation will be on the SBA Board agenda on 28 March 2019, for approval.

Student recruitment, branding and marketing progress update

The SAB noted that the student recruitment numbers for Year 10 is 39 and Year 12 is 142.

The SAB noted that the UTC has employed Marketing and Communications Manager, Charles Feliciano and requested a verbal report from him at its next meeting in May 2019.

The SAB noted that the Principal is in discussion with LSBU about the LSBU Group approach to branding.

Employment Engagement

The SAB noted that the UTC students would need mentoring and commitments from the employment sponsors soon. The SAB noted that Skanska had some restructuring in the last year and this has resulted in a reduced number of apprentice places being currently available.

Attendance update

The SAB noted the positive features that were commented upon by Ofsted and the recognition of progress made thus far.

The SAB noted the Year 11 attendance table, which shows that the attendance continues to be below expectation. The SAB also noted the actions being put in place to deal with area where there is poor attendance.

Staffing update

The SAB noted the recruitment at the UTC at the leadership level, teaching and non-teaching.

6. Link governor roles' update

The SAB noted the link governors' roles update.

The SAB agreed that governors should do more link governor visits before the end of the academic year. The SAB requested the Clerk to send reminders to governors.

Lesley Morrison, Chair of the SAB has agreed to be the Pupil premium link governor.

7. Governors' visit update

The SAB noted the link governor visit by Ed Arthur.

8. SBA and SAB Chairs' recruitment update

The SAB noted the SBA and SAB Chairs' recruitment.

9. AOB

The SAB noted Ian Brixey's apologies for the next SAB meeting on 15 May 2019 due to prior holiday plans.

A governor pressed the Principal and the Designated Safeguarding Lead (DSL) who was present at the meeting about compliance with the latest 'Keeping Children Safe in Education' September 2018 updates and asked if training had been provided for the changes and that the policies and procedures had been checked for compliance with the updates. The Principal advised that both he and the DSL had both recently been on Ofsted training and were subsequently fully aware of the latest requirements and that all documentation was compliant.

The governor also noted that one of the substantive changes made to this document in para 53 says '*updated to make clear the Board level leadership lead should sit at governing body or proprietor level*' and he requested that this should be raised at the MAT Board level.

**Date of next meeting
4.00 pm, on Wednesday, 15 May 2019**

Confirmed as a true record

..... (Chair)