

LONGLEY PARK SIXTH FORM COLLEGE

MINUTES of a meeting of the
CURRICULUM & QUALITY COMMITTEE
held on 28 JANUARY 2009 at 5.00pm
at the College, Horninglow Road, Sheffield

Present: Nick Duggan (Chair)
Ali Ghalib
Sue Jackson - from Minute 4
Steve Robinson
Karen Squires (Vice-Chair)

In attendance: Sharon Langridge (Clerk to the Corporation)
Trevor Wray (Deputy Principal)

Apologies for absence were received from Chris Mallaband, Mo Nisbet (Principal) and Annette Sundaraj.

		Action	
		Who	By
1	DECLARATIONS OF INTEREST		
	There were no declarations of interest.		
2	MINUTES OF THE MEETING HELD ON 15 OCTOBER 2008		
	The Minutes of the meeting held on 15 th October 2008 were approved as an accurate record and signed by the Chair.		
3	MATTERS ARISING		
	(a) Visits, Trips and Off Site Activity Policy (Minute 6)		
	Members had received a report back on the liability query. The Clerk apologised that there had been a delay in bringing the policy back to the Committee. The Principal had met with the Estates & Operations Manager and a number of detailed amendments were in the process of being finalised. The revised policy would be presented to the next meeting for consideration.	MN	Apr '09
	(b) Exam Results (Minute 9)		
	Members agreed that it would be useful to follow-up the recommendation to host a mini-conference on the entry requirements for particular courses. The Clerk agreed to raise this with the Principal.	SL	Jan '09
4	COLLEGE AND DIRECTORATE SELF ASSESSMENT REPORTS (SAR) 2007-08		
	The Deputy Principal presented the College and Directorate SARs. He explained the grading that had been given for each area. Members were informed that the College's performance was benchmarked against all sixth form colleges for A Levels and all colleges for other provision. He highlighted the grade for Leadership and Management for which the		

case would need to be argued in light of the grade given for Achievement and Standards. The challenge would be to make the College's case on inclusivity, Supporting Learning Better, diversity and uniqueness.

Members noted the use of the 'Minimum Level of Performance' threshold and the impact this had on funding. They were pleased that the College's value added was very strong and recognised the impact that the College had in assisting the City Council's performance in reducing the number of young people Not in Education, Employment or Training (NEETs).

The Committee **recommended** to the Governing Body that the College and Directorate SARs 2007-08 be approved.

Govs Mar '09

5 DRUGS POLICY

The Student Services Manager introduced the revised Drugs Policy which had been produced in conjunction with Chris Scott, formerly of the Burngreave Drugs Project. She explained that the main changes were a focus on a preventative approach, removal of classifications and a move to zero tolerance.

Members asked if the policy was consistent with those adopted in partner schools. Steve Robinson confirmed that the policy was consistent with that adopted at Chaucer Business and Enterprise College, although the wording differed. The Chair recommended that it would be worthwhile looking at the relationship on consistency with partner schools and the support strategies within the City Council that might be available.

The Committee **recommended** to the Governing Body that the revised Drugs Policy be approved.

Govs Mar '09

6 SAFEGUARDING POLICY

The Student Services Manager presented the draft policy. Karen Squires confirmed that she would be willing to continue as the nominated Governor for Child Protection issues and would welcome any training that could be offered.

Members agreed that an annual report on the types of cases handled during the year and the agencies involved would be useful. They noted that Tracy Hewitson, the Liaison & Progression Officer, had been designated as the Deputy Child Protection Officer.

The Committee accepted that it was important to keep safeguarding under review as the position could change very quickly.

Members discussed the provision of services for vulnerable young people between the ages of 17 and 19. Members noted that this had caused difficulties for the College and agreed that the Corporation

should write to draw attention to this issue. The Student Services Manager agreed, in conjunction with the Principal, to prepare a draft letter for consideration by the Committee.

SJ Feb '09

Members recommended that the wording of the guidelines to staff be amended to read that students should be persuaded not to leave College to make it clear that they should not be restrained from leaving.

The Committee **recommended** to the Governing Body that the Safeguarding Policy and Guidelines for Staff, as amended, be approved.

Govs Mar '09

7 **DATE OF NEXT MEETING**

Wednesday 29th April 2009 at 5.00pm.

The Committee identified the following topics as potential agenda items:

- Rolling programme of presentations from Directorates on their SAR and curriculum/support developments beginning with Directorate P at the next meeting;
- At Risk Strategy Update (Vice-Principal);
- Diploma plans (Chair).

The meeting ended at 6.05pm

Signed: (Chair)

Date: