**SIR GEORGE MONOUX COLLEGE**

**Minutes of the Corporation Meeting held on 13 October 2020**

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| **Present** | Alan Wells (Chair of the Corporation), Alastair Owens (Senior Vice-Chair of the Corporation and Chair of the Quality & Performance Committee), Riddhi Bhalla (Vice-Chair of the Corporation and Chair of the Audit Committee), Jonathan Bush (Vice-Chair of the Corporation, Chair of the Resources Committee, and Chair of the Remuneration Committee), Tanha Ahmed (Student Member), Kwame Atta (agenda 5-16 only), Adenike Betiku (agenda 5-16 only), Talia Chirouf, Tom Foakes (Chair of the Governance and Nominations Committee), Stephen Jones, Jagdev Kenth, Maurine Lewin (agenda 4-16 only), Stewart Maclean (Chair of the External Relations Committee), Nazia Shah (Teaching Staff Member), David Vasse (Principal), Sara Whittaker (agenda 5-16 only), Jay Wint (Parent Member – agenda 6-16 only). |
| **In Attendance** | Holly Bembridge (Vice-Principal: Curriculum and Quality), James Gould (Vice-Principal: Student Services and Recruitment), Robert Smith (Clerk to the Corporation). |

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| **1** | **Apologies for Absence and Quoracy**Apologies for absence had been received from the following member of the Corporation: Farhana Juhera (Support Staff Member).The meeting was quorate. |
| **2** | **Declarations of Interest**None. |
| **3** | **Re-Appointment of Independent Member of the Corporation**The following resolution was approved:THAT, *on the advice of the Governance and Nominations Committee, Maurine Lewin be re-appointed as an independent member of the Corporation from 22 October 2020 to 21 October 2024.* |
| **4** | **Appointment of Independent Members of the Corporation**The following resolutions were approved:THAT, *on the advice of the Governance and Nominations Committee,* *Kwame Atta (presently Associate Member) be appointed as an independent member of the Corporation from 13 October 2020 to 12 October 2024.*THAT, *on the advice of the Governance and Nominations Committee,* *Sara Whittaker (presently Associate Member) be appointed as an independent member of the Corporation from 13 October 2020 to 12 October 2024.* THAT, *on the advice of the Governance and Nominations Committee,* *Adenike Betiku be appointed as an independent member of the Corporation from 13 October 2020 to 12 October 2024, subject to the appointee obtaining an enhanced Disclosure and Barring Service clearance showing no matters of concern.*   |
| **5** | **Appointment of Parent Member of the Corporation**The following resolution was approved:THAT, *on the advice of the Governance and Nominations Committee,* *Jay Wint be appointed as the parent member of the Corporation from 13 October 2020 to 31 July 2021, subject to the appointee obtaining an enhanced Disclosure and Barring Service clearance showing no matters of concern.*   |
| **6** | **Draft Minutes of the Previous Meeting (Ordinary Business): 7 July 2020**It was noted that the draft minutes had received approval by the Chair of the Corporation for circulation.They were approved as a correct record of the business transacted and *prima facie* evidence of the proceedings to which they relate. |
| **7** | **Matters Arising from the Draft Minutes (Ordinary Business): 7 July 2020**None, apart from matters already provided for under the meeting agenda. |
| **8** | **Matters Approved by Chair’s Action**The Chair of the Corporation reported that, since the date of the previous meeting, he had approved the undermentioned business on behalf of the Corporation under the provisions set out in the Bye Laws of the Corporation with regard to Chair’s Action.*Approval of the College’s Greater London Authority funding bid.* |
| **9** | **Principal’s Report**A verbal report was received from the Principal. He updated the Corporation on the current situation in respect of students on roll and the recent Ofsted Monitoring Visit.Members asked questions concerning the characteristics of this year’s student intake compared with previous years and why the number of entirely new students is smaller than in previous years. Questions were also asked about when a full Ofsted inspection might take place.  |

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| **10** | **Governor Involvement with the College during the Public Health Emergency**A presentation was given by the Vice-Principal: Curriculum and Quality.It was agreed that:  |

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|  | **.** | virtual visits are not satisfactory; *and* |
|  | **.** | the pre-pandemic approach of visits to the College twice a year is still viable in the light of the safety measures taken by the College. |

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|  | Governors are invited to contact Tracy Straker at the College to arrange a visit.Individual governors may also arrange a virtual briefing meeting with the Vice-Principal: Curriculum & Quality (Holly Bembridge) or the Vice-Principal: Student Services & Recruitment (James Gould) to discuss aspects of the College’s work in which they are particularly interested, and are invited to contact Holly or James directly to take advantage of this. |

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| **11** | **Report of the Quality and Performance Committee: Meeting held on 22 September 2020**The minutes of the above meeting were received and noted. A brief report by the Chair of the Committee was also noted.  |
| **12** | **Report of the Governance and Nominations Committee: Meeting held on 15 September 2020 and, following adjournment, 21 September 2020, and of that held on 6 October 2020**The minutes of the above meetings were received and noted, together with the Committee’s report on the Self-Assessment of Governance.The Chair of the Committee informed the Corporation that the members of the Committee were developing a structured approach to the future recruitment of governors.  |
| **13** | **Report of the Audit Committee: Meeting held on 16 August 2020**The minutes of the above meeting, and a brief report by the Chair of the Committee, were received and noted. |
| **14** | **College Re-Opening: September 2020**A report from the Senior Leadership Team was received and considered.It was noted that measures had been taken during the College closure period and applied to College re-opening in September 2020 relating to:*Safeguarding and Well-Being**Safety during the Public Health Emergency**Student Support**Curriculum Adjustments**Destinations and Work Experience**Enrolment*In relation to Safeguarding and Well-Being, the following current measures *inter alia* were noted: |

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|  | **.** | expansion of the Personal Mentoring and Counselling Service; |
|  | **.** | close monitoring of the “Reach-Up” programme; |
|  | **.** | induction, including an emphasis on safeguarding and personal resilience; |
|  | **.** | conversion of the “Monoux Passport” scheme to an online format; *and* |
|  | **.** | initiatives to combat the influence of gangs, including advice and support to students in staying safe on the way to and from the College. |

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|  | In relation to Safety During the Public Health Emergency, the following current measures *inter alia* were noted: |

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|  | **.** | an online learning schedule as part of a blended learning offer; |
|  | **.** | reconfiguration of class seating plans, and of common areas; |
|  | **.** | a staggered timetable (including entry periods), separating *inter alia* A level and BTEC students; |
|  | **.** | provision of PPE and masks to all staff and students needing them; *and* |
|  | **.** | more frequent and thorough deep cleans. |

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|  | In relation to Student Support, the following current measures *inter alia* were noted: |

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|  | **.** | extension of the College opening hours for study and additional learning; |
|  | **.** | reconfiguration of Talent Lab to accommodate all students safely; |
|  | **.** | expansion of the progress coaching team; *and* |
|  | **.** | increased contacts with parents on how to support students to make the best of their opportunities as students of the College. |

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|  | In relation to Curriculum Adjustments, the following current measures *inter alia* were noted: |

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|  | **.** | earlier communication with students about the standards of work and behaviour expected to facilitate internal progression; |
|  | **.** | increased emphasis on assessment in the early weeks to identify gaps in learning caused by the College closure, and to verify that students have been placed on the right courses in light of the more generous Centre-Assessed Grades GCSE system employed in the current year; |
|  | **.** | arrangements to ensure students self-isolating at home maintain progress; *and* |
|  | **.** | inclusion of online lessons within learning walks. |

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|  | In relation to Destinations and Work Experience, the following current measures *inter alia* were noted: |

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|  | **.** | weekly online sessions with second year level three students concerning destinations; *and* |
|  | **.** | moving work experience projects to online platforms. |

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|  | In relation to Enrolments, the following current measures *inter alia* were noted: |

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|  | **.** | quality-checking of all enrolments by curriculum SLT managers in the context of unchanged College entry requirements; |
|  | **.** | differentiation of marginal students by use of marked tests prior to enrolment on the student’s preferred course; |
|  | **.** | follow-up of students through regular assessment during the first weeks of term; *and* |
|  | **.** | improved facilitation of course changes where this is necessary and desirable.  |

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|  | It was suggested by some of the members present that governors might be able to assist in a limited way with work experience during the public health emergency, and they were asked to contact the Vice-Principal: Student Services and Recruitment in this regard.It was also noted in relation to work experience, and in the context of a question from Talia Chirouf, that its current online nature means that geographical limitations are of much less importance. The Black Lives Matter initiative had also encouraged a number of employees to look with renewed interest at the College’s students.In response to a question from Stephen Jones, it was confirmed that a plan is in place to deal with staff sickness related to the pandemic, though there had been no cases to date of intra-college transmission. It was also confirmed that, in general, student compliance with emergency measures had been well-maintained.In response to a question from Stewart Maclean, it was noted that the College response to the public health emergency had been robust and prompt by comparison with many other providers, and that it is successfully managing to educate a majority of students on site.Jay Wint, parent governor, complimented the College on the quality of its communications with parents. Tanha Ahmed, student governor, commented that a return to College by most of the student body had been very welcome, affording both educational and social benefits.In response to a question from Sara Whittaker concerning staff well-being, it was reported that the pandemic had served as a uniting factor, with new staff in particular praising the College’s developmental focus.The Chair of the Corporation asked that the Corporation’s thanks and appreciation of the cooperative efforts of all staff at this difficult time be conveyed to them via the Principal. |

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| **15** | **Dates and Times of Remaining Corporation Meetings 2020-21**The following dates and times, approved at the July 2020 meeting, were noted:***Tuesday 15 December 2020 (6.30pm)******Tuesday 19 January 2021 (6.30pm)******Tuesday 30 March 2021 (6.30pm)******Tuesday 11 May 2021 (6.30pm)******Tuesday 6 July 2021 (6.30pm)***For the protection of members and the College, the Autumn and Spring term meetings will be held online. Whether subsequent meetings are held physically or online will be determined by the public health situation as it affects participants at the time. |
| **16** | **Any Other Competent Business**None. |