UTC SHEFFIELD
MAKING THE FUTURE

UTC SHEFFIELD
CITY CENTRE

Minutes of the meeting of the UTC Sheffield City Governing Body
Held on Wednesday 21 September 2016

Present:	Dan Fleetcroft	(Chair) Performance Engineered Solutions Ltd
	Nick Crew	Exec Principal, Sheffield UTC Academy Trust
	Gary Drabble	STEM, Sheffield City Council
	Russell Hand	The University of Sheffield
	Simon Jackson	Parent Governor
	Jason Pepper	The Sheffield College
	Alex Reynolds	Principal, UTC Sheffield City
	Sharon Smith	The Sheffield College
	Richard Wright	Sheffield Chamber of Commerce
In Attendance:	James Kelly	Clerk to the Governors
	Brigidin Crowther	Assistant Principal, UTC Sheffield City
	Nicola Simpson	Business and Operations Manager, UTC Sheffield
	Vivienne Martin	UTC Sheffield (Secretary)

			ACTION
16/3/1	1.	**Apologies for Absence** Apologies for absence were accepted from David Greenan, Jon Stewart, Liz Wallis and Martin Wood.	
16/3/2	2.	**Declaration of Pecuniary Interests Relevant to this Agenda/ Governing Body membership** RW declared his interest as Chair of TSC. The register is to be checked and the Secretary to confirm to members which forms are still outstanding.	Secretary VM
16/3/3	3.	**Opening Remarks** The Executive Principal, Nick Crew, expressed sadness at the recent passing of David Kay and paid tribute to his extraordinary contribution to the UTC in Sheffield and its students. All governors and others in attendance shared this reflection and expressed how David would be missed as an enthusiastic and vital member of this governing body.	
16/2/4	4.	**Election and Resignation of Members** It was agreed that a new vice chair would be elected at the December meeting of the governing body. Governors were updated that parent governor Shaista Rashid had now resigned. It was agreed that replacement governors, along with a new staff governor, would be discussed at the December meeting, and hopefully new appointments could be made then. In particular governors discussed the need to identify candidates with experience in the engineering and creative digital industries.	Agreed/Action

	RW to forward contact within the CDI Sector to the Principal. The EP to contact Kerry Featherstone at AMRC. The Principal to contact Festo.	RW EP Principal
16/2/5	5. **Feedback from the Trust Board** No Trust Board meeting has been held in time to update this meeting.	
16/2/6	6. **Minutes of the previous meeting held on 12 July 2016** Governors unanimously agreed the minutes.	Agreed
16/2/7	7. **Matters Arising from the minutes** Governors agreed that all matters arising were either completed, in progress and on track, or discussed elsewhere on this agenda. Governors agreed that the election of a vice chair, and appointment of a staff governor could be carried forward to the next full governor's meeting.	Agreed
16/2/8 8.1	8. **Items for Consideration** To receive Principal's Report. The Principal's report was received the following items were discussed: (i) Olympic Legacy Park (OLP) – the Principal described how joint working was bringing advantages, and in particular remarked how students are working well across both UTC sites, with no transport problems. A fuller update on OLP would be provided at the next governors' meeting. (ii) New term – both the new Y10 and Y12 pupils had settled in well. It was particularly pleasing how focussed the Y10 pupils were and this had helped create an excellent climate for learning across the school. (iii) Attendance – for Y10s it was up to 93% with much credit due to the hard work of Support Staff team. Attendance for Y12 and Y13 remains strong. (iv) Recruitment – The Principal reported that whilst recruitment for Y10 and Y12 is strong compared to other UTCs it is below what was expected. Confidential Minute. (v) governors discussed the frustrations that whilst the school's Creative Digital Media (CDM) results were outstanding at KS5, there was a high drop-out rate of pupils over the summer. JP asked what could UTC have done to address this? Governors acknowledged difficulties as students tended to make decisions on results day – RW suggested UTC write to pupils on that day. RH asked if we knew where the pupils are heading to when they drop-out? The Principal said this is being followed-up and that the UTC will continue to look for	The EP/P

		ways to improve this situation but the drop-out had caught them by surprise. It may be because Media courses are available at many schools.	
		(vi) Governors had a wider discussion prompted by GD's observation that the number of 16 year olds leaving school has decreased. GD suggested UTC needed to research these recruitment problems – because the situation could get worse. GD suggested asking students about how and why they made their choices. The AP commented that UTC were no longer the 'new' option, having been established for some time the school is now part of the picture that pupils face when making decisions about their future. JP asked if it was known where the Y10s who have left UTC have gone? The Principal said it was a mixed picture with some going to PRUs and some to be home educated. The EP reassured governors that the opening of the OLP UTC had not been detrimental to this UTC's recruitment. OLP was attracting extremely capable computer students, and whilst there was a little crossover between the two UTCs, they were not in competition with each other.	
		(vii) The Principal stressed that whilst UTC are having significant academic success, some pupils are advised against coming here. Dan Fleetcroft (Chair) said it feels like UTC are a 'second choice' for many students. RW remarked that there is still a perception that a vocational education means 'no university'. The reality is that most employers are looking for pupils who have gone down the vocational route. The Chair said it feels like 'we've got the evidence, who do we target?'. RW stressed that another obstacle was that careers advice in schools is often not impartial – whilst UTC's is. Governors agreed it's a frustrating situation.	
		(viii) 'A' level results– The Principal reported a 94% pass rate, an improvement on last year's results. Y12 AS results showed further improvement.	
		(vii) KS4 results – Governors noted how strong the CDM results were. The Principal acknowledged that improvements are needed to the outcomes in the 'Option' subjects. The Principal also explained there was a moderation issue – some plagiarising by pupils had been picked up by moderators that the school had missed. RH asked how the issue of plagiarism was being tackled, and could the school use some form of the software that identifies it? The Principal explained that the students have been undertaking much report writing practice for the last 3 weeks, also that the problem with the various tools there are for identifying plagiarism tend to be prohibitively expensive and may not offer value for money, but agreed to research cost. GD asked about the Maths results being slightly lower than expected? The Principal explained this involved 5 pupils getting a 'D' grade rather than a 'C'.	The Principal
		viii) Attainment 8 and Progress 8 – The Principal guided governors through a paper on the new performance measures against which the school will be judged, with different curriculum	

	subjects categorised into one of eight 'buckets'. UTC's specialisms will be in buckets 6, 7 and 8. Issues discussed included the anomaly which sees a brief programme of study for the European Computer Driving License (ECDL) qualification carrying the same weight as a 2-year Engineering qualification. RW commented that this system seems to be at odds with the ethos of a UTC. The new system is about 'progress' not just about getting achieving a grade. The Principal stated that the school achieved 97.8% A-G GCSE results. He said the Baker-Dearing Trust are lobbying for, and hope to get, a technical version of Progress 8 introduced which reflects the ethos of UTCs. Governors discussed and approved a range of solutions in the Principal's paper that will help UTC's curriculum fit the new system better, but it was still felt that currently UTCs are at a disadvantage under the new Progress 8 system (which can potentially trigger an Ofsted inspection). The Chair said the school must find a way to make noise about UTC's performance that explains its Progress 8 results – all Governors agreed.	
8.2	**To <u>discuss</u> Safeguarding** (i) The AP updated governors that currently the school were collecting information about new pupils. The Chair asked how onerous a task was this? The AP said it was a big job, as the school does not have a distinct, small set of feeder schools – applications to UTC can come from across the region. Currently there are a small number of safeguarding cases, and a small number of challenging pupils with safeguarding issues in their background. The AP reported that the school is working closely with the LA's Education Psychology Service, and are continuing to develop robust links with outside social care agencies, and are continuing to meet its responsibilities under the PREVENT agenda. (ii) Governors then discussed that with the departure of Shaista Rashid, parent governor, from the governing body, there was a vacancy for a new 'Safeguarding governor'. Sharon Smith agreed to take on this role – agreed unanimously by governors. VM to check appropriate training for SS.	
8.3	**Marketing/Recruitment** (i) Governors discussed how there is a lot of marketing work going on but they were unclear what difference it was making. RH said there were two very distinct audiences for UTC's marketing – parents and prospective students. The UTC are able to analyse 'how did you hear about us' from sign-ups to recruitment events. VM will carry out. (ii) SJ suggested the school develop a You Tube channel – this would be ideal for showcasing the CDM work that the school excels at. (iii) The Chair said that UTC can provide what employers want, the challenge is how can this be communicated? RW said that the school can quite easily get case studies highlighting its success, but the school then needs to get these in front of decision makers.	Agreed VM/SS VM

16/2/9	**9. Feedback from Sub-committees:**	
9.1	**Strategic Development Committee** This term's meeting to take place 17 October 2016.	

9.2	**Resources Committee**
	    This term's meeting to take place 21 November 2016. JP noted a
	    new Chair was needed for this Committee
		Action

16/2/10
 	
16/2/11
	10. Any Other Business
	
	    10.1 Admissions policy – Confidential Minute.
	
	    10.2 The EP wished to thank the B&OD for all her work managing
	            the process of getting UTC OLP up and running.
	
	Date of Next meeting
	    Monday 5 December 2016, 5.30-7.30pm Studio 1, UTC Sheffield
	    City.
	
	Confidentiality
	    References to individual cases under the Safeguarding agenda
	    item were deemed confidential.
	    References to the recruitment figures were deemed confidential.
	    References to potential Recruitment was deemed confidential.
	
	                        -END-	