

**Confirmed Minutes of the Full Governing Body meeting on
Monday 3rd October 2022 at 5.00pm at Holyport College
with option to attend virtually**

Governors *denotes absence		Initial
Tom Arbuthnott	Educational Sponsor Link, Careers Governor	TA
Walter Boyle	Founding Head Master	WBO
Sue Dudley	Vice Chair, Chair of Curriculum Committee, SEND and Pupil Premium Governor	SDU
Rachel Harris	Chair of Bursaries Committee	RHA
Mark Jones	Chair of Welfare Committee, Safeguarding Governor	CMJ
Ben McCarey	Head Master	BMc
Gill Monk	Chair of Nominations and Successions Committee	GM
Adrian Percival		AP
Bruce Powell	Chair of Governors, Chair of Finance Committee, Chair of Strategy Committee	BP
Johnny Robertson		JRO
Sheridan Swallow	Chair of Audit and Risk Committee	SSW
Lorraine Wales	LAC and Wellbeing Governor	LW
Chris Wilton		CW
In attendance		
Graham Alford	Assistant Headteacher, Head of Sixth Form	GAL
Adam Bicknell*	Assistant Headteacher, Professional Learning	ABI
Liz Critchlow	Clerk to the Governors	LC
Roz Doctor	Bursar	RDO
Steve Gardner*	Deputy Head, Head of Boarding	SGA
Frank Hardee	Master in Charge of University Guidance and the Eton Relationship	FHA
Daniel Hubbard	Assistant Headteacher, Assessment and Co-Curricular	DHU

Item No		Action Lead
1	Welcome and Apologies	
1.1	Everyone was welcomed to the meeting. Apologies were received and accepted from SGA and ABI. CW and LC attended the meeting virtually via Google Meets due to illness.	
2	Any Other Business	
2.1	Part 2 Item	
3	Declarations of Interest in the agenda	
3.1	There were no declarations of interest in the agenda.	
4	Approval of minutes of meeting on 30.06.22, matters arising and update of action list	
4.1	Governors approved the minutes of the meeting on 30 th June as a true and accurate record.	
4.2	<u>Matters arising and update of action list</u> The rolling action list was updated and there were no matters arising.	
5	Head Master's Report	

5.1	<p><u>A Level Results</u></p> <p>Governors noted that there had been a steady and incremental improvement over the last few years in Sixth Form results and that A level results in 2022 were the best to date.</p> <p>A level headlines were as follows: 54.8% grades A*-A, 80.7% grades A* - B, 93.2% grades A* - C, average grade B+.</p> <p>Governors congratulated staff and students on an outstanding set of results, which they noted had been achieved despite the disruptions and challenges of the pandemic over the last couple of years and the uncertainties of exam standards.</p> <p>Further analysis showed that results were stronger for “not a boarder” (85.2% A* - B) than for boarders (71.8% A* - B) and for female (65% A* - A) than for males (42.1% A* - A).</p> <p>Whilst attainment for History was broadly in line with performance across other departments, progress, identified by ALPS, was significantly lower than other departments. It was noted that the Head of History is working with the Head of English with a particular focus on essay craftsmanship, identifying and teaching the characteristics of A* essays.</p> <p>It was noted that value added data was not yet available and that this would be examined in detail once it had been published. It was also agreed that there would be a more in depth analysis of results at the GCC meeting next week.</p>	
5.2	<p><u>Destinations</u></p> <p>Governors received a report on university destinations for 2022 leavers. 75% students are going to a Russell group or equivalent university and nearly 80% are going to a top 50 UK University. A number of students have decided to take a gap year (largely those who outperformed their expectations) and the vast majority of students are happy with their chosen university and course. Governors noted that excellent A level results and destinations go hand in hand and agreed that the wide range of destinations and courses is a great strength of the College and reflects the diversity of the students. It was noted that there has been a positive shift in the ethos of the Sixth Form over the last two years which has contributed towards the excellent achievements of the 2022 cohort.</p> <p>It was noted that excellent support is provided to students long after results day to ensure that they are happy with their chosen pathways and know what to do if they are not, and fewer of the College’s students are going through clearing now than in the past.</p> <p>Governors asked how the College ensures that a balance is achieved between vocational and academic subjects and pathways for students, including professional apprenticeships. The College had its first Higher Education internal fair last year and the narrative around future pathways is becoming broader, with discussions taking place about apprenticeships. Students are able to explore and develop their individual interests by participating in Eton Societies and Scholars’ Lectures. It was suggested that this is an area which could be considered in further detail by GCC in future meetings.</p> <p>Governors noted that destinations were very pleasing, particularly bearing in mind the challenges of the last few years and increasing competition for university places.</p>	GCC
5.3	<p><u>GCSE Results</u></p> <p>2022 GCSE results were comparable to those in 2019, which Governors noted was a good achievement for a weaker cohort who had experienced very challenging circumstances due to the pandemic over the last few years.</p>	

5.4	<p>GCSE headlines are as follows: 31% of all grades at 7 or above, 85% of all grades at 4 or above.</p> <p>Governors noted that the gender gap for GCSE attainment was very small. Progress scores are not yet available although best estimates suggest a positive Progress 8 score similar to 2019.</p> <p>GCSE results have been discussed with Heads of Department as part of the curriculum review process and they have been involved in identifying areas for improvement and planning next steps towards improving and maintaining outcomes.</p> <p>It was noted that there had been a dip in GCSE results for Modern Foreign Languages. The Head of Department for MFL has analysed the performance of individual students in each of the four components of the course and has changed the priorities and practices of her department as a result.</p> <p>There was a lower percentage of students achieving passes in Ebacc this year. It was noted that a larger number of students than usual had been allowed to drop subjects due to individual exceptional circumstances, the majority of which were related to COVID. There is a target of 90% Ebacc entry this year. Governors noted that the College achieved a lower percentage of grade 9's than the national cohort and that this would be addressed as a whole school target.</p> <p><u>College Development Plan 2022-23 Update</u></p>	
	<p>Governors received the College Development Plan which had been amended following the FGB meeting in June and will be further amended.</p> <p>The budget which was approved by the FGB in June had assumed a boarder number of 218 for 2022-23, however, the actual number of boarders currently stands at 201. Between January and July 2022 20 students left in year, and although these were replaced by 19 students who entered outside of standard entry streams, Governors agreed that it was important to understand why these students left and if anything could have been done to retain them. It was noted that the current model requires 224 boarding beds to be filled by specific year groups and gender, and it was discussed that alternative options could be explored to allow for greater flexibility in securing predictable boarding income. Governors noted the following areas for consideration: marketing and retention strategies, Sixth Form admissions, the possibility of slightly decreasing the budgeted number of boarding beds and increasing the number of day students throughout the school, whether to continue with Year 9 boarding entry, the process for making boarding offers. It was noted that the boarding sector as a whole is currently facing a challenging situation with regards to admissions and that the College should be commended for attracting the number of boarding students it does within a very competitive market.</p> <p>Governors noted that the boarding school ethos is fundamental to the character of the College, as instituted by the Founders, and is considered to be integral both to the provision of transformational opportunities for disadvantaged students and to the benefit of all students.</p> <p>Governors suggested that particular attention should be paid to Sixth Form boarding admissions to gain further insight into the factors influencing prospective students' decisions on whether to come to the school.</p>	BMc
5.5	<p>It was agreed that there would be further discussion of these issues from a financial perspective at the GFC meeting in November and from a strategic perspective at the CSC meeting in February.</p>	GFC
5.6		CSC
5.7	<p>It was noted that the 5 year Strategic Plan would be updated before the CSC meeting in February and would then be referred to the FGB meeting in March.</p>	BMc

6	Bursar's Report	
6.1	Governors received the 2021-22 Outlook, the 2022-23 Reforecast Budget and Capital Project Updates.	
6.2	<p><u>2021-22 Outlook</u></p> <p>The actual operating surplus position at the end of P12 was £429k (6.1% income) compared to a budget of £9k. There was an increase in this position of £38k from July to August, which included £26k of bad debt provision which was released. There was an addition to reserves for 21/22 of £358k, which added to reserves from the start of year of £10k, resulted in a carried forward reserve of £368k. Net current assets at year-end were £776k. Capital expenditure at the end of P12 is £506k. This includes £238k for work on the Winton roof and £64k in the fixed asset reserve for the roof. Capital income at the end of P12 is £349k, which includes £302k for the Winton Roof, donations of £20k for the Westbrook theatre and £6k part exchange for staff laptops. Governors thanked RDO and the finance team for all their hard work in achieving an excellent set of year-end figures.</p>	
6.3	<p><u>2022-23 Budget Reforecast</u></p> <p>In June 2022 there was a budget forecast of £299k operating surplus based on a boarding number of 218. The actual number of boarders for September 2022 is 201 and an operating surplus of £158k is now being recommended. The decrease in the number of boarders from 2018 to 201 represents a reduction in boarding income of £256k. The percentage of operating surplus to revenue forecast for 2022-23 in June was 4%; this has now decreased to 2.2% based on the reforecast operating surplus of £158k. In light of the fact that there is now a smaller operating surplus forecast for 2022-23, a more conservative view of capital spend is proposed, with only £79k (Budget £200k) firmly committed at this stage. RDO has looked into areas where increases in income can be targeted and has identified an additional £15k for the Latin Excellence programme and £20k for lettings. RDO has also identified cost savings of £80k which include: 30k salaries, 10k IT, 10k educational supplies and services, 30k from legal and professional. The College Wi-Fi system becomes unsupported in November 2023. This is currently on hold and should be actioned in the summer of 2023 at an estimated cost of £25k. It was noted that although further refurbishment plans are currently on hold, Governors consider these to be an important and necessary priority, which this will be discussed further at the GFC meeting in November. It was noted that the outside learning area is proving to be very successful and has recently been developed and is now home to several chickens and two goats. Governors approved the proposed revised budget and RDO was thanked for her report.</p>	GFC
7	Nominations and Successions Committee	
7.1	Governors received the minutes of the NSC meeting on 8 th September.	
7.2	GM thanked Governors for their responses to the Governor Survey and noted that she hoped to have received all responses by the end of the week. It was noted that there would be another NSC meeting before the next FGB meeting to discuss the outcomes from the survey and any actions arising.	
7.3	There are currently two vacancies on the Governing Board: one for a Governor to lead on diversity and one for a state educationalist. Actions to recruit for these positions are ongoing.	NSC
7.4	<u>GCC Terms of Reference</u>	

	One slight amendment was recommended to these Terms of Reference: to amend the minimum number of Governors from 4 to 3 to reflect the decrease in numbers of the Committee. Governors approved this amendment.	
8	Chair's Action: to note any urgent action taken by the Chair since the last meeting	
	None. TA, CMJ, GAL, RDO, BMc, LC, DHU and FHA left the meeting at 6.30pm.	
9	Governance Safeguarding Update	
9.1	Keeping Children Safe in Education Part 1 September 2022 has been sent to all Governors who will confirm to LC once they have read it.	All Governors
9.2	All Governors have been requested to complete the National College Annual Certificate in Safeguarding for School Governors 2022-23 and will send their certificate to LC once they have completed this training.	All Governors
9.3	WBO presented a Safeguarding Training session for all Governors on the key lessons to be drawn from the Independent Inquiry into Child Sexual Abuse report in residential schools.	
10	AOB	
10.1	Part 2 item.	
11	Date of next meeting	
	Thursday 1st December 2022 at 5.00 pm.	

Signed:

Date:

Bruce Powell (Chair)