

Date

 Monday 4<sup>th</sup> October

Venue: John Cabot Academy

Time: 4.30pm – 5.30pm

**Present:** Recorded

**Apologies:** Recorded

Item		Action
	Introduction of the new councillors – Jane Day (marketing/recruitment). Ben Gailey (LSA Post 16) staff associate councillor, Dereth as Chair and Caroline Black (Teaching & Learning) councillor.	
1	<p><b>General information</b> Due to the council members availability the Post 16 council were not able to meet formally within the rearranged meeting date. However it was felt that a development discussion would be helpful for the remaining council members to be able to discuss some of the key focus areas for 2017/18 in an informal manner and share some key information and question these areas.</p> <p><b>Finance</b> – SL was able to share some detail of the Post 16 budget and £50K reserve with a description of the split. Shared information on rationalised curriculum, staffing structure, staff changes/ leavers, October census, retention and movement, IT costs, recruitment pressures/risk to post 16. The councillors discussed the pressures and action plans, discussed the spending and budget for this year and predicted for the next 3 years.</p>	KCO
2	<p><b>Outcomes</b> – KC gave a synopsis of the summer outcomes from the black box data and grouped the attainment, progress, target groups, successes, subject developments, teacher successes. Councillors discussed previous concerns in areas of subject and improvements made and were happy with the progress made.</p> <p>Discussion around areas of focus for this year was held and teaching and Learning being a key focus.</p> <p><b>Teaching &amp; Learning</b> – KC updated the councillors regarding the CLF pedagogy and the Post 16 CPD plan for this year to develop and coach colleagues, along with the strategy to manage staff absence which remains a concern.</p>	KCO
3	<p><b>Student pathways/destinations</b> – discussion in detail from questions asked from councillors regarding stats and where students have chosen to go for their next steps – reduction in UCAS and increase in apprenticeship. Councillors discussed any research that could be done to establish the reasons for the shift within CLF and the city.</p>	KCO
4	<p><b>Recruitment</b> – JD feedback on current work within the Post 16 on recruitment; student voice, survey monkey, open evening, taster sessions, website compliance, marketing branding support. A key piece of work for development and recruitment.</p>	JD
5	<p><b>Policies</b> – Policies were approved as follows: SEND policy &amp; Report Supporting Students with Medical Needs Accessibility Plan</p>	