



**Aquinas College  
General Purposes Committee**

Date: 5 July 2022

Time: 4.30pm

Venue: College

**Governors Present**

Dr P Beatty, Mr P Horton, Mr G Hynes, Cllr T P McGee, Mrs J Miller, Mr M Quinney and Dr A Smith.

Mr J Horton in the Chair

**In Attendance**

Mr D Pearson

Principal

Mr A Bailey

Vice Principal

**1. Opening Prayer**

The meeting began with a prayer led by Mr Horton.

**2. Apologies for Absence**

Apologies for absence were received and accepted from Mr L Byrne, Mrs C Knights and Mr M Taylor.

**3. Declaration of Interests**

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

**4. Minutes of The Previous Meeting**

The Minutes of the meeting held on 25 January 2022 were agreed as a correct record.

**5. Matters Arising from The Minutes**

There were no matters arising that were not covered by the Agenda for the meeting.

## 6. Impact of Covid 19

Mr Pearson advised Governors that nothing had really changed since his report to the Governing Body on 28 June 2022.

There had been a recent spike in cases with 9 staff self isolating for 5 days. Students had finished on 1 July 2022. The welcome days had gone ahead as normal this week. The in-service days would be held remotely and it was planned to hold the Mission Day outside led by Father Pat and Father Thomas.

There had been an impact on attendance and some remote teaching had taken place. The college had spent some time chasing students who would be late for their examinations and there had been a few cases of malpractice by students. Attendance and retention had been a bit lower than normal. Mr Quinney felt that initially teacher expectations had been higher than that of students but that they had now reduced it.

Mr Pearson advised Governors that students have had difficulty in socialising with one another due to the isolation that Covid had caused. There had been more regular assessments to prepare students for examinations. He added that it will not be easy to compare this year's results with previous years. Mrs Miller asked if a student missed one of their examinations what would happen. Mr Pearson replied that evidence from examinations already sat and course work would be considered. He added that only a handful of students had missed their examination.

Cllr McGee asked what impact would Covid have on results day. Mr Pearson replied that the examination results will be released on line at 8.00am. Only students who had a problem would be invited into the college along with high achievers for a press release. Cllr McGee asked would there be sufficient staff to cope with any issues. Mr Pearson confirm that there would be enough staff available. Dr Smith added that he was pleased that the national practice for the release of examination results had changed. Mr Pearson added that the college looks at the results the day before to identify any students who may need assistance.

## 7. Admissions 2022/2023

Mr Pearson advised Governors that for September 2022 the college is looking for a L6 of around 1230 students and an U6 of 1185 giving a total of 2415 students by the census date in October 2022. Mr Pearson reminded Governors that the number of students on roll on the census date determines the funding for the college for the next financial year.

Mr Pearson advised Governors that the following number of applications had been received and offers had been made:

	Category1	Category 2	Total
Application received by the deadline	1082	1500	2582
Interviewed	1082	1095	2177
Offered	1082	905	1987
Accepted	0	0	1254

Places offered(held by student)	0	0	405
Undecided	0	0	279
Withdrawn applications	0	0	49
Accepted invite to Welcome Day	704	597	1301
Attended Welcome Day	485	595	1080
Declined	54	64	118
Waiting List 1 (Appealed after interview)	0	109	109
Waiting List 2 (Appealed not interviewed)	0	5	5
Rejected	0	398	398

Many of those students who are shown as undecided did put the college down as their first choice.

Mr Pearson advised Governors that there were no major concerns and the college was on track to achieve the numbers outlined above. He added that he did not think there would be a need to go to the waiting list.

RESOLVED: That the above strategies be noted.

## 8. Analysis of Student Withdrawals

Mr Pearson advised governors that the total number of students who had withdrawn from the college during the academic year 2021/2022 was 104.

The breakdown on the reasons for students leaving early were as follows:

	Leavers	%
Employment or Apprenticeship	22	21.2
Seeking Employment or Apprenticeship	23	22.1
Gone to another college	9	8.7
Returning to home institution	2	1.9
Unknown	6	5.8
Welfare issue – behaviour	13	12.5
Welfare issue – health	29	27.9
Total	104	

Mr Pearson advised Governors that there are many reasons why students leave the college. Those who left to take up apprenticeships or employment had a good reason for them to leave the college. The college follow up with students to find out the reason they left. Mr Pearson added that number who had left the college was less than other colleges in the North West.

Mr Hynes asked if the number who had left due to behaviour issues was higher than normal. Mr Pearson replied that the number is usually around 8/9. He added that 11 out of the 13 students were in L6. In addition, around another 100 students had been supported by the college and remained in the college.

Cllr McGee asked if there were cases where students were not in college but had convinced their parents that they were still attending the college.

Mr Pearson replied that there were a few cases where this happens. Mr Bailey added that in these cases parents were invited into the college to make them aware of the college's expectations of students. For the next academic year parents will be advised on how they can support their child during their time at the college. Mrs Miller asked if over the past few years contact with parents has been on online, can students fall down. She added that communication with parents is essential. Cllr McGee added that some parents do not have the necessary skills to support their child.

## **9. Publicity**

Mr Pearson circulated sample of the ways in which the college publicises what it has to offer. These included an article in the booklet Inside Bramhall, College Prospectus, Adult Education Prospectus and flyers, good luck and birthday cards, pens and pencils. It is hoped that there will be a Mission Booklet to share on Mission Day or available in early September 2022.

Mr Pearson felt that the Welcome Days for new students in September 2022 that had been held this week had been well received.

## **10. Any Other Business**

a) Mr Horton advised Governors that he attended the college's recent production of Chicago and that it was an excellent performance.

b) Mr Horton advised Governors that he had been contacted by a parent of a daughter who had just left the college. The parent had been very complimentary of the college and added that her daughter was now a well rounded coherent young lady.

c) Mr Hynes had taken part in the mock interviews at the college recently and felt that all the students he had met were a credit to the college.

Mr Pearson thanked Mr Horton and Mr Hynes for their comments and added that 95% of the students at the college are happy and want to do their very best. Dr Smith said it was lovely to hear the comments and felt that the college continues to do its best for the students on resources that are about 25% less than 10 years ago and that it has had to cope with all the issues that Covid has thrown up.

d) Dr Beatty advised Governors that this could be his last meeting as he had decided to step down as a Governor but would continue until a replacement Co-opted Governor had been appointed. He thanked Governors for their co-operation and understanding over the years. Mr Pearson thanked Dr Beatty for his contributions to the governance of the college and felt that he had brought a balance to the Governing Body's discussions and deliberations.

**11. Date of Next Meeting**

11 October 2022 at 4.30pm

Signed \_\_\_\_\_  
Chairperson

Date \_\_\_\_\_



**AQUINAS COLLEGE  
EMPLOYMENT COMMITTEE**

Date: 6 July 2021

Time: 4.00pm

Venue: Virtual

**Governors Present**

Dr P Beatty, Mr P Horton, Mr G Hynes, Cllr T P McGee, Mrs J Miller, Dr A Smith.

Mr J Horton in the Chair

**In Attendance**

Mr D Pearson                      Principal  
Mr A Bailey                        Vice Principal).

**1. Apologies for Absence**

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**2. Declaration of Interests**

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**3. Minutes of the Previous Meeting**

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**4. Matters Arising from The Minutes**

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**5. Employment Issues**

Mr Pearson advised Governors of the following:

- a. 4 support staff are on long term sickness, either awaiting operations or recovering from an operation. They are all expected back next term

- b. 1 teacher is absent due to mental health issues
- c. 1 support member of staff has been issued with a final written warning for failing to follow the colleges procedures in respect of sickness absence

## **6. Gender Pay Gap Report**

Mr Pearson introduced a paper that had been prepared by Mrs Blackburn and had been circulated to Governors prior to the meeting.

Governors noted that it is now a statutory requirement for any employer who employs more than 250 staff to undertake an annual gender pay gap analysis. The college had 220 staff including invigilators and the split was 145 (66%) females and 75 (34%) males. The college has a teaching staff split of 65% female and 35% male. Females on average earn more than males due to the fact that there are more females than males on management points. The snapshot date for the public sector was 31 March 2021. The College needs to report on the following:

- 1) The mean gender pay gap
- 2) The median gender pay gap
- 3) The mean bonus gender pay gap
- 4) The median bonus gender pay gap
- 5) The proportion of males receiving a bonus payment
- 6) The proportion of females receiving a bonus payment
- 7) The proportion of males and females in each quartile pay band

The college does not pay bonuses to any staff. The support staff are entitled to an annual standards payment of £320 pro-rata depending on hours worked. This is paid in December and so is not included in the March figures. It does not fall into the definition of bonuses for the purposes of Gender Pay Gap and is immaterial to the statistics. Therefore, the categories 3, 4, 5 and 6 above are not applicable.

The college has a fair and transparent recruitment and selection process and advertise a wide range of job vacancies. Applications are invited from those who wish to work either full or part time, including some posts with significant management responsibilities, in order to encourage both males and females with caring responsibilities, who do not wish to work full time, to apply to work with us. The college believe in appointing the person who we feel to be the best candidate for each job vacancy regardless of gender. All staff, irrespective of gender, are eligible to apply to take part in funded external staff development and our internal staff development programme is available to all staff.

Staff surveys are undertaken bi-annually as are staff exit interviews.

Mr Hynes asked what is covered by the funded external staff development and the internal staff development programme. Mr Pearson replied the college has budget of around £20,000 to pay for external courses. It covers safeguarding training, SFCA management courses for leaders, in addition the college provides training internally for staff. All middle leaders are currently undergoing training from an external consultant.

RESOLVED: That the report be noted.

**6.Date of Next Meeting**

11 October 2022 at 4.30pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson