



**MINUTES OF THE MEETING OF THE CORPORATION
HELD ON WEDNESDAY 29 SEPTEMBER 2021, 17.30,
M1/2, CUVILLY (or via Teams)**

PART 1

Present:

Foundation Members

Mr D Wright (DJW) [Chair], Fr. T Swinglehurst (via Teams), Mr J Barnes (JB – via Teams), Mr J P Casey (JPC), Fr. M Hall (via Teams), Mr M Diclemente (MD), Mrs N Cullen (NC), Mrs J McPartlan (JM – via Teams), Mrs K Cunningham (KC – via Teams)

Parent Member

Ms S Walker (SW)

Principal

Mrs J Barlow (JBW)

Staff Member

Mr R McKernan (RM)

Student Member

Mr A Tashani (AT)

Clerk

Mrs J Firn (JRF)

Invited to attend: Mr P Doherty (PDY), Mrs S Dumont (SJD) – SLT

Apologies: Mr C West (CW), Mrs A O'Malley (AOM), Ms H Hayden (HH)

21/001 Welcome and Opening Prayer

The Chair welcomed everyone to the meeting, especially Kate Cunningham, new Foundation Governor, who introduced herself, and the meeting opened with a Prayer.

21/002 Declaration of Interest

There was no Declaration of Interest.

21/003 Governor's Annual Returns - enclosed

The Chair requested that the returns are completed and returned to the Clerk as soon as possible.

- 21/004 Membership of Committees & Link Governor (SEND / Safeguarding) - enclosed**
- i) The Committee structure for 2021/22 was considered.
 - ii) KC will consider appropriate Committee membership and contact the Clerk.
 - iii) AOM will be asked to be SEND Link Governor (SJD), as well as continuing as Safeguarding Link Governor.

- 21/005 Minutes of Previous Meeting – Part 1 (7 July 2021) - enclosed**
The Minutes were accepted as a correct record and were duly signed by the Chair.

21/006 Matters Arising from Part 1

20/124 Leeds Learning Alliance (LLA) Partner Memorandum of Understanding (MoU)

JBW confirmed that ND is signed up as an Associate Partner only.
JBW will speak to the Diocese regarding the LLA in due course.

20/122 Nominations for Chair and Vice Chair Election for 2021/22

See **21/007** below.

21/007 Nominations for Chair and Vice Chair Election for 2021/22

The Clerk reported on nominations received for:

Chair – Mr D Wright;
Vice Chair – Mr J Barnes

After a vote, Mr Wright and Mr Barnes were duly elected for the next 12 months.

21/008 Catholic Life - enclosed

The Principal provided an overview of the Catholic Life report which includes updates on:

- i) Stella Maris Leadership Award: 812 L6 students achieved the Bronze Stella Maris Award in summer 2021.
- ii) Developing student leadership in collective worship: Faith Officer on Student Executive supporting Lay Chaplain to develop collective worship in assembly and tutorial prayer.
- iii) The Leeds Diocesan Singing Programme: choir enhancement in support of wellbeing and to help with the liturgical life of the College.
- iv) Wider faith prayer opportunities: prayer space provided for our Muslim students.
- v) Service / volunteering opportunities: Director of Catholic Life working with the Careers Department to support this provision.
- vi) CPD for Achievement Tutors: on collective worship, introducing the 'Still and Silent Moment' and how to support the Stella Maris Award.
- vii) Twinning with another Notre Dame school: awaiting confirmation of this, possibly an ND school in Japan or the USA.
- viii) Developing the Credo Programme for PTE: using 'Thinking Moves' to provide a vocabulary and giving a means to work on improving the effectiveness of student thinking.
- ix) Department charities: mapped to Catholic Social Teaching.
- x) PTE curriculum intent, assessment intent and implementation: in line with the most recent published details of the new RECD (Religious Education Curriculum Director); see report for details.
- xi) Fr. Tim met with CH last week; very pleased with initiative to enhance student engagement with collective worship.
- xii) Thanks were noted to CH.

Q: Over the assessment for Stella Maris.

A: JBW explained the process and monitoring with use of student logbooks. Moderation undertaken is by the PTE department (previous external support from Leeds Trinity).

The Corporation noted the Catholic Life update.

21/009 Report of the Student Executive

- i) Ahmed Tashani was introduced and welcomed to the Corporation as new Student Governor.
- ii) Ahmed has been elected as Student President and he outlined the purpose of the Student Executive, with fundraising and campaigns taking place shortly.
- iii) A report will be provided for the December Corporation meeting.

The Corporation thanked the Student Governor and noted the update.

21/010 Report of the Staff Governor - enclosed

The Staff Governor provided an overview of the report which includes updates on:

- i) A Level Business: ND+; utilisation of Microsoft OneNote; Year 12 induction activities.
- ii) Careers: support provided on GCSE and A level results days and throughout enrolment; support to local partner schools; Volunteering stand at Enrichment Fair; wide range of employer meetings held by T Level Employer Engagement Lead to source T Level placements.
- iii) Religious Studies: name change to 'Philosophy, Ethics and Religious Studies'; speakers / links / Instagram account; recruitment up 24%.
- iv) Psychology: student numbers (331 students enrolled compared to 220 last year); ND+; Couch to 5k; planned trips to Chester Zoo and London; member of department is an ECT Mentor.
- v) Health & Social Care: partnership working for new Health T Level qualification; placements; new simulation room.
- vi) Classics: social event; Cafod appeal; Greek language enhancement.
- vii) PE and Sports Teams: various successful trials with good attendance; aim to have a rugby league team this year.
- viii) Other: new popular canteen menu; departmental student socials.

Q: T Levels – how many students are there?

A: Number of students in Leeds: 18 at ND, LCC 15-20. NC noted fantastic achievement on ND's student numbers for T Levels. The Principal noted the confidence in the Health Care Academy – this is due to be launched in other cities; it works well for T Level Health due to the size of the NHS.

Q: Are there clear pathways?

A: Yes, e.g. midwifery.

The Corporation noted the Staff Governor report.

21/011 Principal's Report
(See 21/020 Part 2).

21/012 Date of next meeting
Wednesday 15 December 2021.

The student was excused at 18.00.

PART 2

CONFIDENTIAL ITEMS of the Confidential Supplementary Record

- 21/013 Part 2 of the Meeting 7 July 2021 - Supplementary record - approved
21/014 Part 2 Matters Arising
21/015-031 REPORTS FROM COMMITTEES
21/015 Audit Committee (next meeting Tuesday 5 October 2021)
21/016-018 Finance & Physical Resources Committee (meeting 15 September 2021) - enclosed
21/016 International Department. Update on Numbers
21/017 Student Numbers: 2021/22 - Update
21/018 Property Strategy update
21/019-031 Curriculum & Standards Committee's (meeting 21 September 2021) - enclosed
21/019 Curriculum & Standards Committee Election of Chair - approved
21/020 Principal's Report - enclosed
21/021 ALPS Grades by Subject 2021 - enclosed
21/022 Quality of Education 2012-2022 - enclosed
21/023 ALPS Vocational Strategic Overview 2020-2021 - enclosed
21/024 Report on Enrolment 2021 - enclosed x 2
21/025 Report on Virtual Teaching & Learning - enclosed
21/026 Assessment 2021-2022 - enclosed
21/027 Curriculum & Standards Committee Terms of Reference - enclosed
21/028 Admissions Policy - enclosed
21/029 Safeguarding Policy - enclosed
21/030 Recruitment & Selection Policy - enclosed
21/031 Student Code of Conduct - enclosed
21/032 ICT Acceptable Use Policy for Students - enclosed

PART 3

CONFIDENTIAL ITEMS of the Confidential Supplementary Record

- 21/033 Part 3 of the Meeting 7 July 2021 - Supplementary record - approved
21/034 Part 3 Matters Arising
21/035 REPORTS FROM COMMITTEES
21/035 HR Committee (next meeting Tuesday 12 October 2021)
AOB
21/036 Clerk Resignation
21/037 DBS for Governors
21/038 Governor Development and Chairs Leadership Programme

There being no other business the meeting closed at 20.00.