

**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**

**Staff Member**

Mr R McKernan (RM)

**Student Member**

Mr A Tashani (AT)

**Clerk**

Mrs J Firn (JRF)

**Invited to attend:** Director of Finance and Operations, Deputy Principal

**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  
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: The Principal 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. 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.