

**STOCKTON SIXTH FORM COLLEGE  
FURTHER EDUCATION CORPORATION**

**Minutes of a meeting of the Policy, Standards and Governance Committee  
held at the College on 29<sup>th</sup> March 2010**

**MEMBERS PRESENT**

Miss Zara Afsar, Mr Paul Beach, Mr Martin Clinton,  
Mrs Catherine Hyde Wesson, Mr Ed Kirkham, Mr Dave Paxton, Dr Peter Price,  
Dr Toks Sangowawa, Mrs Sue Symington, Mr Tehleel Wahid,  
*Number of members present – 10 - the meeting was quorate throughout.*

**ALSO PRESENT**

Mr Peter Fleck, Mrs Sue Knox

**BUSINESS ITEMS**

**ACTION**

**56.1 APOLOGIES RECEIVED**

Mr Mark Barrett, Mr Alan Nesbitt, Mrs Judith Robson, Mr Paul Robson

**56.2 DECLARATIONS OF INTEREST**

Members were invited to declare any interests relevant to the business on the agenda. It was noted that declarations might be made at any point during the meeting if the relevance of an interest became apparent. No declarations were made.

**56.3 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were approved by unanimous agreement and duly signed by the Chair.

**56.4 MATTERS ARISING**

It was noted that the College's application for designation as a Sixth Form College has been registered and that responsibilities for commissioning and administration of funding would pass to Stockton Borough Council with effect from 1<sup>st</sup> April 2010.

**56.5 EQUALITY, DIVERSITY AND GOVERNANCE**

The College's policies and practices were considered in the context of the brief guide published by the Learning and Skills Improvement Service (LSIS). No issues were identified.

**56.6 REVIEW OF POLICIES AND PROCEDURES**

The following documents were considered. Subject to the comments noted, it was agreed unanimously that the current policies and the draft reports and action plans be recommended to the Corporation

**56.6.1 College charter**

**56.6.2 Disability statement, disability equality scheme and action plan**

The difficulty of benchmarking the effectiveness of the College's systems for supporting students with disabilities was noted, although the degree of satisfaction expressed by students was a positive indicator.

The Principal confirmed that physical access arrangements were satisfactory in spite of the new college project being aborted and that the proposed extension would be fully accessible.

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**56.6 REVIEW OF POLICIES AND PROCEDURES (cont'd)**

**56.6.3 Race equality policy and action plan**

The student members commented very positively on the integration of ethnic minorities into College life.

**56.6.4 Gender equality scheme and action plan**

**56.6.5 Equal opportunities policy**

This policy to be replaced once the guidelines for the Single Equality Duty are available.

**56.6.6 Smoking reduction strategy**

The strategy continues, although its implementation is currently under review.

**56.7 SAFEGUARDING POLICY AND ACTION PLAN**

Mrs Knox introduced the new policy, which was discussed in detail.

The student members confirmed that students in general felt safe at the College and that quick and effective action was seen to be taken when any issues were identified.

It was noted that the issues covered by the policy were wide-ranging and it was suggested that data be sought to aid focussing on the most likely problem areas. Mrs Knox advised that no such data was available at present.

**SK**

It was noted that some CRB checks had been brought forward from previous employment where there had been no break and that checks were not refreshed where employment with the college was continuous. It was agreed that the College should consider obtaining updated CRB checks for all those staff whose current certificates were obtained in previous employment and that the possibility of refreshing the checks on a regular basis should be kept under review.

**SK**

**SK**

Mrs Symington was thanked for her assistance in developing the policy and action plan, both of which were recommended for the Corporation's approval.

**56.8 LEARNING TO BALANCE SUPPORT AND CHALLENGE**

The Committee considered the conduct of the Corporation's business in the context of the LSIS full guide. Following discussion the Committee concluded that a fair balance had been struck.

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**ACTION**

**56.9 OTHER BUSINESS** - none.

**56.10 DATE OF NEXT MEETING** – Monday 7<sup>th</sup> June 2010 at 5.00 pm.

Signed .....  
Chair Date

Papers	LSIS Brief Guide on Equality, Diversity and Governance	College Charter 2010-2011
	Disability Statement, Disability Equality Scheme, 3-Yearly Report on Disability Action Plan 2007/2010, revised Action Plan - Disability	Race Equality Scheme, 3-Yearly Report on Ethnicity Action Plan 2007/2010, revised Action Plan - Ethnicity
	Gender Equality Scheme, 3-Yearly Report on Gender Action Plan 2007/2010, revised Action Plan - Gender	Equal Opportunities Policy
	Smoking Reduction Strategy	Safeguarding Policy
	LSIS Full Guide on Learning to Balance Support and Challenge	