



**MINUTES OF THE CORPORATION MEETING HELD ON 21 OCTOBER 2024 AT 4.30 PM
REMOTELY VIA MS TEAMS**

APOLOGIES FOR ABSENCE.....	2
DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM	2
MINUTES OF THE PREVIOUS MEETING HELD ON 11 JULY 2024	2
HEALTH AND SAFETY ANNUAL REPORT AND POLICY REVIEW	2
SAFEGUARDING ANNUAL REPORT, POLICY REVIEW AND KEEPING CHILDREN SAFE IN EDUCATION (KCSIE) BRIEFING	3

**MINUTES OF THE CORPORATION MEETING HELD ON 21 OCTOBER 2024 AT 4.30 PM
REMOTELY VIA MS TEAMS**

disproportionate, but going forward they can consider an accident rate per head. He agreed to action for the future.

JMc said she agreed with SE about benchmarking data. Her question related to employee training compliance which was over 93% and asked what was happening with those employees that had not completed. It was explained this was being addressed through HR with a push for compliance and follow up action. The Group strives for 100% and this does depend on when the training is rolled out. It was added that in addition training is supplemented by instruction and guidance. Other bespoke sessions are arranged and targeted at key areas. At our best, compliance is around 98% and the outstanding number relate to those off sick, on maternity or areas of movement.

The Staff Governor added that HR regularly chased mandatory training and there were instances where she had received chases for her team members who were absent.

RESOLVED: The Corporation accepted the Health and Safety Annual Report.

The Director of Health and Safety and the DSL presented the annual review of the Health and Safety Policy, which had undergone minimal change.

RESOLVED: The Corporation approved the updated Health and Safety Policy.

05/24-25 SAFEGUARDING ANNUAL REPORT, POLICY REVIEW AND KEEPING CHILDREN SAFE IN EDUCATION (KCSIE) BRIEFING

The DSL presented the Annual Report on Safeguarding for the 2023-24 academic year, which provided an overview of safeguarding compliance and achievements and outlined how the Group continued to meet its statutory requirements.

He also communicated the work plan for the 2024-25 academic year detailing the operational objectives, actions, targets, and success measures to monitor health and safety priorities performance throughout 2024-25.

Governors acknowledged they had challenged safeguarding disclosures at Audit Committee and from previous reports throughout the year.

The Safeguarding Lead Governor explained she had been concerned initially about the change in structure and role last year, however the feedback from the team was it was working much better than before. She reiterated she continued to meet with the DSL on a regular basis ahead of the Safeguarding SLT meetings and in between meetings if there is anything out of the ordinary they make contact.

JM commended the DSL and the Group on the 97.4% of students that indicated they felt safe in the College. She also asked if we were following up those 3%.

JM said she couldn't see in the report to what extent the Group are compliant in terms of training and the annual refresher. The Group currently sit at 93.69% for Prevent, and 96.23% for safeguarding training. All employees had been asked to read Keeping Children Safe in Education (KCSIE), which had been published on the 1 September 2024 and had

received briefings on KCSIE. More analysis with those on maternity or sick leave needed to be carried out before compliance could be reported.

RB congratulated the DSL on the number of disclosures increasing. It was good to know pathways were in place for students needing support. Working in industry and with businesses, he said they were seeing these indicators increasing.

RESOLVED: The Safeguarding Annual Report was accepted by the Corporation.

All members had read the KCSIE guidance. The DSL went on to brief all members on the key changes following the release of the updated guidance in September 2024.

RESOLVED: All Members accepted the KCSIE briefing.

The Director of Health and Safety and the DSL presented the annual review of the Group Safeguarding Policy and Little Explorers Safeguarding Policy, which incorporated the September 2024 changes to Keeping Children Safe in Education.

RESOLVED: The Corporation approved the updated Safeguarding Policy and the updated Little Explorers Safeguarding Policy.

The Student and Staff Governor left the meeting.

The meeting finished at 5.10 pm