

Principal's Report to the Local Governing Board



Prepared by
Av Gill
Principal

For the Local Governing Board's Meeting to be held Thursday 13 July 2023

Item 5: Matters Arising

Actions for the Principal from March 2023 Local Governing Board meeting:

(i) Progress with TTMAT reviews: top slicing & ICT arrangements TO

(ii) Additional & Alternative car parking arrangements Principal

For now, we will continue with the formal agreement with the University of Wolverhampton to a rental agreement for 50 parking spaces. We have commissioned a Feasibility Study which is being carried out by F & G for permanent parking on the Springfield Campus.

(iii) New building snagging works, including fire doors Principal

A number of minor defects remain and these are scheduled to be rectified over the first 2 weeks of the summer break.

I have made the decision to add bars to the new Fire doors and also to rectify issues around school exit points.

(iv) Capital projects including: a) ICT upgrades b) Solar PV system Principal/TO

An additional 150 desktop PCs, 8 interactive screens and 11 additional CCTV cameras will be installed in time for September 2023. The PCs will replace older machines in the existing building and kit out one extra room in the new teaching block.

(v) Cash Investment Opportunities TO

Introduction

It has been another very positive term with lots happening and lots to still look forward to. As well as saying goodbye to our Year 11 and 13 students we also met with our new Year 7 cohort alongside their parents during an Information Evening in June. The exam season ran extremely smoothly with full attendance and students leaving exams feeling optimistic about the summer's examination results.

The highlight of the term was the Culture Day in late May. This was something that our students had asked for. They wanted to celebrate their ethnicity and share the culture that they experience at home. The UTC has over 40 different languages spoken as a first language. Students arrived dressed for the occasion and it was possibly the best buzz I've seen at the UTC to date. We have a similar event scheduled in late July.



During July we have induction events planned for the new Year 7s and Year 12s. This is the first year that we have not be recruited into Year 10 as the larger Year 9 group move through the school and start the GCSE curriculum. Other upcoming events to get excited about include The Summer Spectacular from the Performing Arts team, The Food Showdown, trips to The Think Tank, Alton Towers and Drayton Manor, the Year 7 Sports Day, Alan Ames 'the Bird Man' and The Summer Showcase of STEAM activities. In mid-July we will host our first ever Achievement Evening with special guest Jay Blades.



Another big highlight of the term was our first trip abroad. Year 9s spent four eventful days in Barcelona. This has now led to staff wanting to organise further opportunities for student trips abroad.

Also, this term students we have taken part in an inter-academy STEM competition, the Design & Make challenge, Medical Mavericks, Coding workshops and Year 12 girls have visited the Amazon headquarters in London.



In April staff and students threw themselves fully into the spirit of World Book Day as you can see from the staff photo.

How many literary characters can you spot?

Catch up and intervention continued to be successful this term with almost every subject area offering some sort of intervention. Over 95% of Year 11s attended intervention in the half term after Easter and over 500 student hours provided. Year 13s have been attending important revision sessions leading up to their exams, with Sociology also providing weekend sessions. Post half term the focus has now been with Year 10, with around 63% of the year group on intervention programmes.

As always, lots has been going on within Sport at the UTC. The highlight to date being the Year 8 boys making the City Football Cup Final, unfortunately losing to a very strong Highfields team. However, the Key Stage 3 boys cricket team is so far unbeaten and are looking forward to a final in the coming weeks. We have also participated in inter-academy tournaments, Basketball, Badminton and Athletics fixtures with many of our students making the city finals having placed in the top 3.

In April, Thomas Telford School kindly shared to their facilities with us for Hockey and the UTCs Learn to Swim programme which fits in well with the theme of collaboration which is something we are trying to instil across the trust and recently culminated in a joint staff training day where teachers from across our schools were able to share ideas and experiences with each other.

Minutes from the most recent TTMAT Heads Collaboration can be found in **Appendix B**.

Key Priorities Update and Predicted Outcomes 2022-23

The main focus for this term has been on preparing Year 11 and 13 students for examinations. Both year groups have been affected by the pandemic and Year 13 did not sit GCSE exams. I believe we have done our best to mitigate for lost learning having initiated an effective response to lost learning by offering regular intervention and holiday catch-up sessions. Year 11 are feeling particularly optimistic about this summer's results. **See Appendix D for predicted outcomes.**

See **Appendix C** for this year's School Development Plan. This includes the **Key Priorities** including actions and the progress that has been made towards meeting them:

- Enable all learners to become proficient in **reading**, and to promote reading for pleasure as a hallmark of the curriculum in order to promote social and cultural capital.
- Support the emotional well-being of students and respond to additional **safeguarding** responsibilities.
- Embed an aspirational '**Teach to the Top**' teaching and learning culture across all departments to the benefit of students of all abilities.
- Ensure that every child and young person has their **SEND** needs identified quickly and met consistently with targeted support determined by these needs. To be inclusive and have equally high aspirations and ambitions for children and young people with SEND.

I believe very good progress has been made towards the priorities through targeted CPD throughout this academic year.

Year 7 & Sixth Form Admissions and Appeals

We had 900 applications into Year 7 for 150 places. This was followed by 141 appeals. Earlier this month I met with the successful applicants alongside their parents for an Information Evening where I was able to share key information as well as going through our values, ethos, rules, routines and expectations.

We have had a higher number of applications into the Sixth Form than normal with over 100 applicants including 15 students wishing to study T-levels all of whom have been interviewed and placed with employers. The UTC are happy to work alongside the Baker Dearing Trust (BDT) and the Association of Colleges (AOC) in further developing the quality of the T-level offer. One of our Assistant Principals has been tasked with planning and preparing for a first cohort of Digital Support Services T-level students in September 2024.

Later this month we will be meeting our new Year 12 cohort at an induction afternoon where they will experience A-level, BTEC and T-level taster sessions.

Careers Update

Year 7 students have started to think about their future career aspirations; starting with a 'Guess my Job' activity which hopes to eliminate stereotypes. On the back of this, during a PSHE session, students created mood boards showcasing ideas about potential careers.

Year 10 and Year 12 attended Work Experience (WEX) in April and this was a great opportunity for them to experience the world of work. Since the pandemic, it has been a challenge to secure placements for students, however, we secured WEX for 84% of our students. All Years 10 and 12 students now have employer mentors and will continue to work closely with them. During the next couple of weeks, Year 10 students will also receive their first personal careers meeting. In addition to this, Year 12 have started to consider university applications and Personal Statements.

All expected destinations for Years 11 and 13 have been collated and will be confirmed on results day. **See Appendix E** which includes preferred career path.

Year 11

TTUTC (First Choice)	31
Other 6 th form or UTC	13
Other 6 th Form	10
T – Levels	5
College	9
Apprenticeship	1
NEET	0

The apprenticeship is confirmed with Shrewsbury College in Gas Engineering.

Year 13

University	23	
Apprenticeship Confirmed	10	
Employment	1	
Not Yet Secured	5	(On-going support)
NEET	0	

Year 13 Apprenticeships (all starting at Level 4):

- (JB – T Level Student) Apprenticeship confirmed with BAM Nuttall Quantity Surveyor in Cardiff
- (AB – T Level Student) Apprenticeship confirmed with BAM Construction Management
- (TK – T Level Student) Apprenticeship confirmed with Turner and Townsend for Project Management
- (SM – T Level Student) Apprenticeship confirmed with Baily Garner in Architecture
- (LQ – T Level Student) Apprenticeship confirmed with Wolverhampton Council in Building Surveying
- (ES – T Level Student) Apprenticeship confirmed with Galliford Try Construction Management
- (SS – T Level Student) Apprenticeship confirmed with Baily Garner in Quantity Surveyor
- (EB) Apprenticeship confirmed with Baily Garner for Architecture
- (AD) Apprenticeship confirmed with Bharya Design and Building Consultancy
- (GG) Apprenticeship confirmed with RMD Kwikform in Engineering

Innovate

New employers such as 'School of Coding' have been working with Year 9 students on careers in cyber security. Through our partnership with the Baker Dearing Trust Year 8 will be introduced to a range of technology careers this month. Innovate continue to explore new employers and have aspirations of starting their own employer group, which we hope will help secure placements for our new T Level in Digital Support Services for September 2024.

Design

Design are currently working with Wolverhampton NHS to re-design their ante-natal unit, as well as a bereavement garden. Year 12 students have presented their wonderful designs to NHS staff and a design will be chosen.

Build

Employer Projects continue within Build. Coming up we have St Modwen Homes working with Year 7 to design housing and Turner and Townsend working with Year 8 to design a theme park focusing on amenities. The employer group continues to grow with additional partners happy to contribute.

The UTC plans to hold a University Careers Fair in October 2023 for our Year 11, 12 and 13 students. We will continue to build our Alumni and we have incorporated an alumni event into our careers programme to share with our younger students in the hope that they will support the school in future years.

We continue to meet 100% of all 8 Gatsby Benchmarks.

Can I take this opportunity to thank all employers who support the employer group, work experience, employer-led projects and mentoring at the UTC.

Governor metrics

See Appendix F

Staffing

4 members of our current teaching staff and two Teaching Assistants will be leaving us at the end of this term. We have 9 new teachers starting in September to replace staff who are leaving and to cater for school growth.

We have done a fantastic job of recruitment for September.

We will be also be expanding our senior leadership team with an external Assistant Principal appointee.

Fire Alarms

There will be no fire drills before the end of term. We did recently have the alarm go off due to one minor incident in the kitchen. All students followed the protocols in a sensible manner.

Staff Absence

This is higher than during previous times due to 4 long-term absentees.

Student Matters

Attendance

The attendance target for this academic year is 96%. Currently it stands at 95.74%. Gaps between groups is analysed and families challenged where necessary. Our figures for all groups have been consistently above national figures and local schools. Attendance for secondary schools nationally is currently reported as below 91%.

Families taking holidays during term time is our biggest challenge. All parents are regularly reminded about our expectations.

It is the aim to achieve the target of 96% by the end of the year and then maintain it moving forward. This will not happen by accident, but is reliant on the collective effort of all in making UTC students want to come to school every day as they know they are valued, safe and experiencing an engaging curriculum offer.

The Persistent Absence (PA) figure of 10.2% is low compared to national (above 27%).

Behaviour, Suspensions and Exclusions

We believe behaviour is very good. The level of engagement in lessons is excellent. Students are polite and the vast majority follow the UTC Way and meet our high expectations perfectly.

The Conduct Intervention Room (CIR) is deployed when an individual has not met our expectations. Whilst in there the pastoral staff will meet with the child. Parents are informed and interventions are put in place to support the child moving forward. The Conduct Manager manages CIR and carefully monitors its use. The removal of an individual into CIR is for a short period of time. The aim is to get that child back into their lessons after an effective intervention is applied. We can evidence a reduction in repeat visits to CIR over the academic year.

Suspensions are applied after a robust process and consideration of the needs of the pupil. Suspensions have been used on 16 occasions this academic year. No student has received a repeat suspension thus far. The fact that there have been no repeat suspensions indicates the sanction does bring about a desired change in the individual's behaviour. Characteristics of the students in receipt of suspensions are monitored and discussed. Males accounted for 11 out of the 16 suspensions. No SEND students have been suspended to date. The ethnicity of those suspended is also analysed to ensure transparency. 8 were for physical assault on another pupil. 5 were for theft, 1 for inappropriate use of social media and 1 for threatening behaviour to another pupil and 1 related to banned substances.

There has been no one at risk of permanent exclusion this academic year.

SEND & Pupil Premium

The SEND Deep Dive report (February 2023) included recommendations for improvement. The following summarises the progress made against recommendations:

- The report acknowledged that the specialist teacher from the LA had not been used effectively in previous financial years. This has now been rectified. The Exams Officer, Justine Adams has started the Level 7 qualification to administer Access Testing rather than using the Specialist Teacher for this. This enables CPD to be delivered by the Specialist Teacher. To date there has been CPD on a Reading-Listening project and Whole School Vocabulary Development. The Specialist Teacher has also provided guidance on intensive reading intervention. All of these initiatives work to support the key priority related to reading.

- It was suggested that an aide memoire was created to support stakeholders understanding their role. A document titled 'SEND essential reading' was circulated in to staff in April.
- It was stated in the report there were gaps in information and strategies for students due to lack of information from primaries. Transition meetings for those with SEND are underway and additional transition visits planned to ensure those with SEND are prepared and we have a full picture of need before they arrive in September.
- Engagement with families needed improvement. Parental contact was made with all Wave 2 SEND students during March. All Annual Review meetings are scheduled and will be completed during June. This was highlighted as a matter of urgency and has now been addressed.
- Individual Education Plans (IEPs) have been improved and are accessible. This is an ongoing action.
- It was stated the LSA-Teacher communications sheets needs to be embedded. These are now included in the annual routines document for staff.

In addition to this, 11 students have been referred to Wolverhampton's Outreach Service. They have been observed in classrooms and further advice given to us as a school as to how we can support their needs in mainstream.

As well as the school nurse service, SEND Nurses are also providing on-site support to our students around health. This is a pilot in secondary schools.

A member of staff with aspirations to qualify as a SENDCO has a new role in the SEND department.

Our intention is that all students, irrespective of their background, or the challenges they face, make good progress. The use of Pupil Premium funding supports us in this.

There have been numerous educational and enrichment trips supported by Pupil Premium funding this academic year including local visits such as to the Boys Outward Bounds Residential, Black Country Living Museum, Ironbridge, visits to London and Parliament as well as the inaugural international trip to Barcelona.

Investment in staffing is part of the Pupil Premium spend including professional development for support staff so that they can deliver interventions to raise standards. Recently the LSAs have been trained so they are ready to deliver the 'Reading-Listening Project' next academic year. The recruitment of a librarian to support our reading initiative was partly funded through PP.

Making all of our students have a sense of belonging and feeling they are valued at the UTC is enabled by this funding. Ensuring full participation in wider aspects of school life such as the celebration events and reward trips is also important. Supporting our families with uniform and travel during these difficult times is also supported.

Health & Safety

The First Aid room has been relocated from the operations part of the building to an office which is more easily accessible to students. A new procedure has been introduced for teachers to phone ahead to reception to arrange for a first aider to be available before students can be released from classrooms.

2 defibrillators have now been installed at the UTC.

Health and Safety

Standard H&S checks are continuing as normal:

Item	Supplier	Frequency	Comments
Lift	Otis- Changing to Orona from September	Quarterly	Contract in place
Fire extinguishers (30+)	Diamond Fire	Annual	Contract in place
Fire Alarm	Alarm & Vision	Every 6 months	Contract in place
Air Con	McQueens	Annual	Contract in place
Air Handling system	VES	Annual	Contract in place
Scissor lift	Speedy Hire PLC	Annual	Contract in place
DT equipment	WSM	Annual	Contract in place
BMS	AES	Annual	Contract in place
Intruder Alarm	Alarm & Vision	Every 6 months	Contract in place
Emergency Lighting	Alarm & Vision	Every 6 months	Contract in place
Gas systems	McQueens	Annual	Contract in place
Electrical Systems	Bromyard Building Services/McQueens	Every 5 years	Contract in place
Water systems	H2O	monthly	Contract in place

In addition to this the site manager performs weekly checks on call points, fire doors, emergency lighting and monitors water temperatures.

Regular checks in the new building will be by the same contractor as the main block apart from:

Item	Supplier	Frequency	Comments
Lift	Orona	Quarterly	Contract in place
AWP	Blakedown	monthly	Contract in place

As contracts/warranty periods finish for both the main and new blocks we will re-evaluate each contract and award one contract for each item to cover all the premises rather than having 2 separate contracts in place.

H&S Visit and Fire Strategy

When Peninsula visited us in November they specifically referred to the fire doors in classrooms on the ground floor in the teaching block, highlighting that having them open all day opens up the issue of safeguarding. We are currently awaiting a quote for these to be changed to push bars, which will be actioned during the summer holidays. Also, Diamond Fire assessed the school for Fire Strategy and in their report raised concerns over the seals on some of the fire doors in the main block – the site team have repaired these and will check regularly for wear and tear and replace as necessary. We are currently reviewing the current fire marshals and deputies to ensure absence cover is also in place. We will be arranging fire extinguisher training for a convenient inset day next academic year.

Building update

- Painters are going to be on site during the summer holidays to paint all classrooms in the main building including doors.
- Carpet and vinyl have been replaced in the staff work area and new carpet has been laid in the exams room and conference room.
- During the holidays the boilers will be serviced and gas checks for the whole site will be completed.
- General maintenance issues are addressed in a timely fashion to keep the building in good repair.
- A Survey will be carried out by Mott MacDonald in the first 2 weeks of the summer holidays for the new build for defects. They will also survey the stairs in the main building, where an issue has arisen, and will then send this to the DFE and Bouygues (Previous contractors). We believe this defect is still under the 15-year warranty.

Purchases

We are beginning to place orders now for the summer:

- Additional lockers have been purchased and installed
- A furniture assessment will be completed and additional tables/chairs will be ordered to make full class sets in nearly all rooms
- Additional fold up tables will be ordered in Theatre 2 to increase capacity at lunchtimes
- CCTV Camera to be installed in cloakroom locker area
- Additional Minibus to be ordered
- Quotes are being sort for cooling a couple of the rooms on the top floor due to poor ventilation
- Fencing is to be moved to improve security by the bike storage
- Fob exit to be installed on the route out to the car park
- Minibus was received in May

Issues with new Build

- The Build 5 floor was repainted during May half term but has bubbled again
- Ponding issue by the Sports Hall to be addressed again by Morgan Sindall
- 22 minor defects on MS SIMS system to be rectified

Safeguarding matters including TTMAT Safeguarding Audit and the current status of DBS checks

CHJ has completed a trust audit of the UTC's safeguarding provision. Actions that arose from the audit:

- **DSL to explore training avenues to attain formal accreditation as a trainer to issue certs.** This was explored with the LA who advised that this was not necessary as long as the DSL has the mandatory LA safeguarding training (and it is updated every 2 years, which it is), the DSL is able to deliver training to staff around safeguarding, KCSIE updates and the UTC policies and procedures.
- **To review 2021/22 and 2022/23 students taken off role. Ensure reasons for being taken off role are robust.** (Nearly all related to students moving out of the area). Spreadsheet is maintained by Attendance Officer which also details if a safeguarding file needs to be transferred to new school.
- **Attendance Policy is being reviewed and updated to reflect current practice and added to Staff signing list for 2023/24** - in progress
- **Test students' confidence on e-safety.** Specific E-safety questions will be built into future student surveys as well as E-safety related PSHE sessions to check student's confidence.
- **Mindfulness and Wellbeing policy to be updated** – needs to be reviewed by April 2024 but will be completed by September ready for the new academic year.

See Appendix G for the TTMAT safeguarding audit.

DSL has provided appropriate safeguarding training and introduction to the CPOMS reporting system to new staff and trainee teachers on placement who have started at the UTC since the last report.

Single Central Record (SCR)

The SCR is all up to date. Most recent audit was carried out with SFR and chair of governors on 21st April 2023. All new expected starters for September are on the SCR ready to be checked once all final details have arrived. Next check will be September as well as a triangulation of documents.

Mental Health and Wellbeing/Counselling

As was detailed in the last report, the UTC has been accepted by the Mental Health Support Team and the DSL has met with the appointed Education Mental Health Practitioner and Senior EMHP to discuss the support that will be provided.

E-Safety

The DfE has recently updated their publication 'Meeting Digital and Technology Standards in Schools and Colleges' and KCSiE 2023 will have a strong emphasis on filtering and monitoring. In response to this the DSL met with the E-Safety lead (ICH) and the IT manager (MPO) to undertake a review of the UTC e-safety filtering and monitoring systems. ICH has completed the SWGfL (south west grid for learning) 360 on-line safety review which has recognised the good practice already in place and identified areas for improvement. The Impero logs that flag as severe or moderate are now being monitored on a daily basis by the safeguarding team and responses are logged. MPO has carried out an SWGfL filter test which is a tool to check whether a school filtering provider is signed up to relevant lists and blocks inappropriate content (Child Sex Abuse content, Terrorism Content, Adult Content, Offensive Language). It confirmed that it is, and this will be carried out twice a year moving forward.

The E-safety group (DSL, ICH and MPO) will now meet regularly to monitor and review processes. It is strongly recommended that Governors appoint an E-Safety link governor to also support these meetings and have an overview of E-safety at the UTC and be able to report to Governors.

Audit

On 16th June 2023, the LA Education Safeguarding Officer attended the UTC to carry out the final safeguarding audit of the year. The chair of governors was also involved in the audit in her capacity as link safeguarding governor. It was a very positive audit with the DSL and DDSL demonstrating capacity for effective safeguarding. The focus of the audit was e-safety, and she was pleased to hear about the E-Safety group's recent activities. She has made some recommendations including wording about smartwatches in the Acceptable Use Policy and E-Safety policy and improving communications with parents which the DSL and ICH will be actioning. DDSLs, IT manager and E-Safety lead will complete their Annual Certificates in online safety by the end of June.

See Appendix H and I for the local authority audit and follow-up report.

End of Principal's Report to the Local Governing Board.

Summary of Annexes Overleaf

Summary of Annexes

- A - TTUTC risk management report**
- B - TTMAT Heads' Collaboration Minutes**
- C - School Development Plan including Key Priorities**
- D - Predicted Outcomes 2022-2023**
- E - Expected Destinations 2023**
- F - Governor Metrics July 2023**
- G - Trust Safeguarding Audit for TTUTC**
- H - Local Authority On-line Safety Report for TTUTC**
- I - Local Authority On-line Safety Audit for TTUTC**