

Preston's College

Minutes of the Quality and Standards Committee Meeting held on 3rd March 2016 at 5:30pm in the Board Room at Preston's College

Present:

Dr A Jones (Chair)
Mrs L Hornsby (Deputy Chair)
Mr T Readett

In attendance:

Mr C Wood (Vice Principal - Excellence & Learning)
Mr S Fell (Clerk to the Corporation)
Mr P McMellon (Assistant to the Clerk)
Mr M Noblett (Assistant Principal - Excellence and Learning)
Mrs M Haworth (Assistant Principal - Excellence and Learning)
Mrs L Noblett (Head of Learner Experience)

19. Welcome and Apologies

The Committee noted that apologies had been received from Cllr R Boswell, Mrs A Markland, Dr E H Smith, Mr J Taylor and Mr J Wilson.

20. Declarations of Interest

No declarations of interest were made.

21. Minutes of the Meeting held on 26 November 2015

Resolved: That the Minutes be agreed as a true record and be signed by the Chair.

22. Matters Arising

Minute 14 – It was noted that the revised Complaints Procedure would now be circulated for comment.

23. One College Continuous Improvement Plan – Grading Update/Validation

Mr C Wood presented a report outlining the results of the College's self-assessment against its One College Continuous Improvement Framework (OCCIF). In doing so he emphasised the Summative Grades inserted in the updated Annual Report which were broadly in line with those in the earlier draft.

The Committee considered the proposed final grades and agreed that the Overall Effectiveness (Grade 2) was appropriate despite the Grade 3 for

Outcomes for Learners. Mr Wood confirmed that the grades reflected the challenges associated with GCSE English and Mathematics.

The Committee then considered the updated Quality Improvement Plan (circulated under the next item on the agenda) and recognised that appropriate action was being taken to address areas of concern.

The Committee noted that national Qualification Success Rates data had not yet been published and that benchmarking would take place when the data became available.

In closing, Mr Wood confirmed that the approved grades would be uploaded onto the Ofsted portal in late March.

Resolved: That the 2014/15 Self Assessment gradings and corresponding Quality Improvement Plan update be approved and the associated grades be uploaded onto the Ofsted portal.

24. One College Continuous Improvement – Quality Improvement Plan Update

The Committee received a copy of the College's Quality Improvement Plan (QIP) together with a covering report. Mr Wood briefly reminded the Committee of the rationale for the format of the Plan and its relationship with the OCCIF Annual Report and Self Assessment Report considered earlier in the meeting.

The Committee examined each section of the QIP, noting the contents of the Mid-Year Update column. The Chair suggested that inclusion of an 'action completed' indicator would be of benefit and Mr Wood agreed to amend the Plan accordingly and to produce a corresponding 'summary table'.

Resolved: That the progress and performance of the College as set out in the Quality Improvement Plan report be noted with further reports presented in due course.

25. College Dashboard – In Year Reporting

The Committee received a presentation from Mr Noblett and Ms Haworth in which they talked through a number of slides setting out information on various aspects of the College's curriculum-related performance.

Mrs Haworth talked through 'In Year Achievement and Progress' data. The Committee noted that although average class size had improved to 12.8 (from 12.0 the figure was still below the 15.0 target).

Mr M Noblett presented the 'In Year Priority' section of the Dashboard. In doing so he confirmed that attendance remained a challenge, with the current level (82.1%) below target. The Committee noted that this figure was significantly detrimentally affected by poor attendance at GCSE English and Mathematics (72.1%).

In response to a query from the Committee Mr Noblett explained that, for 16-18 year old learners the first six weeks of attendance were crucial in determining whether or not they would continue their studies. For 19+ students it appeared that their ceasing to continue to study coincided with holiday periods.

The Committee requested that officers consider the effectiveness of the London Challenge in resolving issues linked to the GCSE English and Mathematics intake.

The Chair noted Ms Howarth's report on preparation for the new GCSE curriculum (September 2016), including the training of staff.

With regard to the actual format of the Dashboard the Committee agreed that 'performance compared with previous year(s)' be included in future presentations to enable the Committee to understand chronological context.

Finally the Committee agreed that a copy of the presentation and an accompanying narrative be circulated to governors and that future agendas for this Committee include the online link to the Dashboard within the Governors' Portal.

Resolved: That i) the presentation be noted;

ii) Mr Noblett and Ms Haworth circulate a copy of the slides together with an accompanying narrative to the Clerk for circulation to Board members; and

iii) future agendas for this Committee include a link to the Dashboard.

26. Learner Experience Report (including Safeguarding/Prevent Updates)

Mrs Noblett presented the annual Learner Experience Update Report. She drew attention to the safeguarding referral rate in the Autumn Term and particularly to the increased rate of appointments for vulnerable learners with the Designated Safeguarding Lead. She explained that whilst the volume of work covered by the College's Learner Experience function had grown significantly the growth was broadly in line with national trends and included the significant increase in mental health issues.

Mrs Noblett reported that Ms Southworth and herself had now been accredited as PREVENT trainers.

The Committee agreed that the work undertaken, together with the College management responses to questions, merited a high degree of confidence in the College's provisions for learners. The Chair thanked Mrs Noblett and her team for the Report and for the service provided to the College.

Finally, it was agreed that the Annual Report be made available to all members of the Board, with the Report contents taken into account in future PREVENT and Safeguarding Training for Board members.

Resolved: That the report be noted.

Date of Next Meeting: 9th June 2016