

PRESTON'S COLLEGE QUALITY AND STANDARDS MEETING 1ST MARCH 2018

PRESENT

Ms L Hornsby (Chair)
Mr M Collard
Mr R Boswell
Ms A Markland
Ms P Davies
Ms A Markland

IN ATTENDANCE:

Mr M Noblett (Vice Principal Delivery and Planning)
Mrs M Haworth (Vice Principal Quality, Teaching, Learning and Learning Support)
Ms J Crowther (Clerk)

APOLOGIES:

Mr J Taylor
Mr T Readett
Dr E L Smith

- ITEM 1 Welcome and Apologies**
Apologies were noted
- ITEM 2 Declarations of Interest**
No additional declarations were made
- ITEM 3 Minutes of Special Quality and Standards Meeting held on the 30th November were agreed as an accurate record**
- ITEM 4 School Reviews – Presentations:**
Presentation - Construction and the Built Environment: Mark Taylor
Mr Taylor gave Members an overview of the year in the department, and strategic objectives for the future. Mr Taylor gave assurance that the department had a good market share, being one of the few colleges that offer this type of provision in the locality, and confirmed the offer is aligned to local industry demands. A new tutor model is in place, and preparations are underway to meet the challenge of T Levels. The new apprenticeship standards are now being released, and the team will ensure that the curriculum is aligned appropriately. The 14-16 curriculum offer is now mapped to Programme 8 which is unique to the college.
- Mr Taylor advised that the strategic plan for the team focusses on an ethos of employability and strong employer engagement and [REDACTED]. Mr Taylor demonstrated the progression routes in college ranging from level 1 up to level 7 with step off points at each point for employment or apprenticeships. He confirmed that high rates of work experience with strong success in 16/17 was noted along with high levels of progression into apprenticeships.

Members asked how the department performance compares to provision nationally. Mr Taylor confirmed that it was one of the best in the country, but comparative data will not be published until the 22nd March at which point all success will be benchmarked externally. Mr Taylor confirmed current attendance rates stood at 87% which is a 3% increase on the same time in 16/17. Members also asked for clarification about the provision for 14-16 year old learners. Mr Taylor confirmed that the qualifications are mapped to Progress 8 and this has improved recruitment of the right learners. Members asked about the relationship with the local authority in terms of the College offering Alternative Provision, and Mr Noblett confirmed that the College has seen a growth in referrals from the Local Authority.

Presentation - Reza Gholamali - head of school Wellbeing and Sport
Mr Gholamali drew Members attention to the diversity of provision in the Wellbeing and Sport provision and asked them to note that it included Sport, Public Services, Counselling and Psychotherapy, Fitness Industry, Training and Education, Centre for Wellbeing and Sport. The team are now exploring how Sport might fit within the routes for the new T levels as it is not one of the defined pathways. The recruitment of 16-18 learners for Sport and Public Services has increased, [REDACTED]. Mr Gholamali advised that in terms of achievements, the department has seen success rates above national averages and a functional training area has been developed allowing recruitment to six additional courses.

Mr Gholamali that the team are continuing work to improve attendance. Currently, it remains below the college target of 90%, but measures have been put in place to address this. These include:

- Improved liaison with Student Mangers
- Further development of parental engagement and promoting the use of Pro Portal to parents
- Sharing best practice from other areas with improved attendance
- Finding the right fit for staffing Counselling courses

Members asked whether or not the team anticipated difficulties with external assessment being introduced at Btec. Mr Gholamali confirmed that the college was working to developing the skills of staff to ensure the success of the learners. He advised Members that there is a concern nationally about the potential impact on results, but the college is working hard to ensure that this is minimised and that learners are well prepared to meet the new standards.

ITEM 5

Mid-Year QIP Review:

Members asked about progress with the Post Inspection Action Plan (PIAP) to ensure that the college is on track to achieve an improved grade at the next inspection. Mrs Haworth confirmed that the PIAP actions are now all contained within the Quality Action Plan and advised that the Mid-Year review has been undertaken in terms of KPI forecast as agreed at the previous meeting. She outlined the outcomes of the review for scrutiny.

Leadership and Management: New management structures have been introduced and monitoring software has been introduced – One File for Apprentices and Mark Book for Btec. Value Added has been reviewed and improved and work has been completed to ensure learners understand their expected grades.

Observation of Teaching and Learning: The College has moved to a non-graded Observation of Teaching and Learning Process (OTL) process and an open-door policy for Learning walks with developmental actions. Where staff are not performing to the required standard, there is a clear performance management process. There is a developmental aspect to the process, and staff can request a Learning Walk to test new delivery. Members asked about triangulation of evidence that will demonstrate improvement to Ofsted, and it was agreed that retention, assessment, progress and learner feedback would be sought to ensure that a rounded picture. The Chair noted the assurance offered and suggested that the successes seen are celebrated. Also, that the capacity to improve was noted and the journey taken to get there. The Chair noted that the College is now in a good position in terms of teaching and learning and asked that once the benchmarking data becomes available on the 22nd comparisons be made to see how the college will compare in the sector.

Challenges: Mrs Haworth asked members to note that the challenge for the College remains with apprenticeships and this remains under close scrutiny. Also, where areas are underperforming, a Challenge Support and Inspect (CSI) process has been introduced. This is implemented at any point in the year and is therefore responsive and can affect improvement in year. Mrs Haworth further confirmed that there have been improvements to Information, Advice and Guidance (IAG) to ensure that learners are recruited to the right programmes. Members noted that the team had a good understanding of where improvement was needed, and the interventions made were swift and effective.

Resolved: The paper was noted.

ITEM 6

College Dashboard: In Year Reporting and Future Planning.

Retention: Mr Noblett advised Members that there is a concern about the retention for Apprentices which currently stands at 74.15%. He confirmed that regular meetings are being held with the apprenticeship management team for close monitoring.

Attendance: The data demonstrated a small increase in attendance on last year, and a new development in the Dashboard is enabling the college to monitor attendance throughout the day and attendance throughout the week for closer scrutiny. Attendance across all income streams has improved. Members asked if there was a national standard for FE in relation to attendance. Mr Noblett confirmed that there was not, there were regional differences, but the College has decided on 90%. Overall – 85.4% - up 1.4% against March 2017

Any underperforming areas have been actioned to improve

QAR Data: Mrs Haworth confirmed again that the College is waiting for the QAR data summary on the 22nd March and advised Members that should the data be received as advised, an AoB will be added to the Board agenda on the 22nd to ensure Members have the up to date data. Provisional data indicates achievement rates of:

- 16-18 learners 88.6%
- 19+ learners 91.6%
- Apprenticeships 68.5%

Mrs Haworth asked Members to note that the apprenticeships achievement is not showing improvement the outcomes are currently exactly on national average. However, the College has a clear story behind all withdrawals. Minimum standards have been set for Apprenticeships, and the College has a proportion of learners below minimum thresholds, but work is underway to address this.

Mrs Haworth asked members to note that both 16-18 and 19+ lines are showing improvement on 16/17.

Mid Year Summary: Mrs Haworth summarised for Members the progress that has been made in year and concluded that significant progress has been seen in in terms of the Quality of Teaching and Learning and the evidence now suggests that all areas are on target to achieve a Good grade at Ofsted so the SAR grades are as follows:

- Overall Effectiveness – Good
- Leadership and Management – Good
- Teaching Learning and Assessment – Good
- Outcomes for Learners – Good
- Personal Development Behaviour and Welfare - Good

Resolved: The predicted outcomes be noted and recommended to the Board for approval

ITEM 7

Learner Experience including Safeguarding

Mrs Haworth presented current data showing staff completion of mandatory safeguarding training. Members asked about the small number of staff who have not completed training, and Mrs Haworth reassured Members that they were largely staff on long term sick who had not been able to complete.

Mrs Haworth advised Members that the College is responding to the needs of an increase in the number of Asylum seekers enrolling at the College and working to ensure a good experience.

[REDACTED]

Mrs Haworth advised that a significant increase in the number of learners requiring Exam Access Arrangements to take into account any learning difficulty or disability gives an indication of the diversity and challenges faced by learners.

Mrs Haworth summarised for Members the substantial work underway in relation to Personal Development, Behaviour and Welfare (PDBW) that supports retention and achievement and outlined the number of disciplinary actions in year.

Members asked what the trigger points were for sending letters or contacting learners, and the team confirmed that letters go out if attendance drops below 90% but staff intervene immediately if attendance becomes a concern.

The chair asked about complaints received in relation to safeguarding and the Mrs Haworth confirmed that this data will be included in the year-end report. The Chair suggested that the process be articulated for the Committee and the Board and Mr Noblett confirmed that it would be possible to provide this for the next meeting.

Resolved: The paper was noted and the action for Mr Noblett to provide a detailed process

Date and time of next meeting: Thursday 7th June 2018 at 5.30pm