

MEETING OF THE CURRICULUM AND QUALITY COMMITTEE

TIME/DATE 11.00am Thursday 7 October 2021

VENUE remote by Microsoft teams due to coronavirus pandemic.

Present

Name

Mrs. L Duncan (Chair)	External Governor
Mrs. J Heap	Staff Governor
Mr. S Pierce	Principal
Mrs. S Littlewood	External Governor
Mr. A Owen	External Governor

In attendance:

Dr B Nixon	External Governor (Chair)
Mr. N Gribben	Vice Principal
Mr. M Doyle	Deputy Principal
<i>Mrs. L Lloyd-Williams</i>	<i>Governance Director</i>
<i>Mr. I Carten</i>	<i>Head of Quality and Improvement</i>
Miss C Bibby	Executive Assistant

Italics denotes absence

DRAFT MINUTES

The meeting opened at 11. 00 and was quorate.	
1.	DECLARATIONS OF INTEREST. There were no declarations of interest.
2.	APOLOGIES Apologies were accepted from Mrs. Lloyd-Williams and Mr. Carten. Welcome was extended to Dr Nixon who was attending the meeting as an observer.
3.	MINUTES OF THE MEETING ON 24th June The minutes of the meeting on the 24 th June were approved as a correct record of the meeting.
4.	MATTERS ARISING It was noted that the status of 'for next meeting' was not accurate for outstanding actions. ACTION: Chair and Deputy Principal to agree timeframes for outstanding actions outside of this meeting.
5.	RESULTS AND CURRICULUM TARGET SETTING The Deputy Principal presented the results from 2020/21, with the caveat that these were still forecasted at headline level as not all outcomes had been confirmed. Study programmes showed a small increase in achievement rates while apprenticeship achievement remained around the same level as in 2019/20.

Missing outcomes were spread evenly across curriculum areas. Governors commented that while the apprenticeship achievement rate had not improved, due to countrywide issues with End Point Assessments, this was a commendable result, and the Chair congratulated the apprenticeship team. Level 1 achievement and adult retention had been particularly affected by the pandemic and resulting lockdowns. It was noted that the national averages used as comparators were not reflective of a pandemic year.

The Chair asked what retention strategies and in-year recruitment strategies were in place to ensure adult achievement in 2021/22. The Deputy Principal explained that retention for students was a priority for students regardless of when they started in the year. Mrs. Littlewood asked how the College planned to improve adult achievement. MD explained the enhanced course monitoring process and resulting support mechanisms for programmes which showed decline, such as Access to HE. The Chair asked for volumes of pass, merit, or distinction apprenticeship standard achievement by area.

ACTION: Deputy Principal to provide breakdown of 19-23 L2 and 24+ L3 apprenticeships with lower achievement rates.

The Deputy Principal presented the proposed 2021/22 targets for retention and achievement. Mr. Owen was pleased to hear the reasoning behind these targets and that they were both ambitious and realistic.

Dr Nixon asked why when achievement rates looked good, Ofsted had still judged the College as Requires Improvement. The Deputy Principal advised that outcomes and achievement formed only a small part of the Ofsted observation criteria, with more emphasis on the curriculum and quality of education. The Principal also advised that Ofsted used the last full validated set of achievement data so in January 2020 had looked at the 2017/18 data.

ACTION: Deputy Principal to meet with Chair to discuss Ofsted EIF.

6.

OFSTED MONITORING VISIT

The Deputy Principal provided the draft report from the September 2021 Ofsted Monitoring Visit in which the College had received a judgement of “reasonable progress” for four out of five areas assessed and “significant progress” for apprenticeship provision. Governors commented that the report was positive but also gave a clear plan to be included in the College’s QIP. Dr Nixon asked how staff felt about the outcomes of the visit. The Deputy Principal advised that while staff had received headline feedback, they would not be sent the report until this was published; however, staff felt optimistic and were keen to make “significant progress” in more areas.

The Principal commented that consistency and sense of ownership at every level were key improvements to be made before the full inspection. Attendance would also continue to be monitored closely; this had not been considered by Ofsted due to the timing of the monitoring visit. The Chair agreed that attendance would be a key theme for Ofsted, who would be looking at how the College was working to re-engage students with education following the pandemic, and that safeguarding at all levels would also be closely considered.

A full inspection was expected within this academic year.

7.	<p>UPDATED QUALITY IMPROVEMENT FRAMEWORK for recommendation to the Governing Board</p> <p>The Deputy Principal introduced the updated Quality Improvement Framework for 2021/22. The target for 87% of lessons to be good or better had been removed, to allow for staff to refocus on how to achieve and review good teaching. Observations would be driven by assessment of risk using a variety of indicators.</p> <p>The Committee considered and recommend the framework and targets set out therein to the Governing Board.</p>
8.	<p>REVISED TERMS OF REFERENCE FOR COMMITTEE for recommendation to the Governing Board</p> <p>The revised ToR were presented, following the change of focus of the committee from Quality and Outcomes to Curriculum and Quality. The new ToR considered how the committee would scrutinize curriculum and the committee discussed the scope of this.</p> <p>The ToR were recommended to the Governing Board for approval.</p>
9.	<p>Date of next meeting</p> <p>11th November 2021 – SAR Workshop.</p>
<p>The meeting closed at 12.40</p>	