

MEETING OF THE QUALITY AND OUTCOMES COMMITTEE

TIME/DATE 11.00am Thursday 11th March 2021

VENUE remote by Microsoft teams due to coronavirus pandemic.

Present

Name	
Mrs. L Duncan (Chair)	External Governor
Mrs. E Brocklehurst	External Governor
Mrs. J Heap	Staff Governor
Mr. S Pierce	Principal
<i>Mrs. S Littlewood</i>	<i>External Governor</i>
Vacancy	External Governor

In attendance:

Mr. N Gribben	Vice Principal
Mr. M Doyle	Deputy Principal
Mrs. L Lloyd-Williams	Governance Director

Italics denotes absence

DRAFT MINUTES

	The meeting opened at 11.00 and was quorate with at least 3 Governors present the majority of whom were external.
1. DECLARATIONS OF INTEREST	There were no declarations of interest.
2. APOLOGIES	Apologies were received and accepted from Mrs Littlewood who was absent due to work commitments and from Ms Mansfield student Governor.
3. MINUTES OF THE MEETING ON 20TH JANUARY 2021	The minutes of the meeting on the 20 th January 2021 were approved as a true and correct record and authorised for signature by the Committee Chair.
4. MATTERS ARISING	The Chair advised matters were contained within the agenda.
5. OFSTED Update	The Deputy Principal updated the committee on the progress monitoring visit undertaken by Ofsted. This was a 2-day remote visit which had gone well. The committee were advised of the 2 actions that came out of the inspection. Governors asked if there was any indication of timeline for improvements. The Deputy Principal advised the College had been given two options and explained the implications of these. The committee were informed the College had chosen to have an RI monitoring visit because it would then have 7-13 months to

	<p>consolidate some of the improvements. The Principal added that the report had been positive about governance.</p>
<p>6.</p>	<p>QIP AND SCORECARD</p> <p>The committee considered the updated QIP and scorecard. Key points to note in the QIP were:</p> <ul style="list-style-type: none"> • 211 teaching observations were completed before the February half term. Of these, 136 were sessions delivered in the College and the remaining 57 were delivered on-line. • 16-18 Level 1 retention was currently at 95.5%, compared to 89.2% at the end of 2019/20. • At 85.4%, 16-18 attendance was 4.6 percentage points below the year-end target. • At 70.9%, 16-18 English and maths attendance had declined significantly during the first half of the spring term and was 14.1 percentage points below the year-end target. <p>The committee were advised that attendance had been a challenge particularly in lockdown and were informed that that now students were back on site there was a very strong focus on this. Governors asked if it was worth reporting on attendance pre, during and post lockdown. It was agreed this would be incorporated into future reports.</p> <p>Action: Deputy Principal</p> <p>Governors asked whether QDP results should be included in the QIP and the Gatsby benchmarks. It was agreed this would be incorporated.</p> <p>Action: Deputy Principal</p> <p>Governors also asked for a report on work experience by school for a future committee meeting.</p> <p>Action: Deputy Principal</p> <p>In relation to the KPIs in the Quality Improvement Framework, key points noted were:</p> <ul style="list-style-type: none"> • The College had carried out 88% of its targeted lesson observations, up to the February half term (211/239). This was 112 more than at the same point in 2020. • The College had carried out 78% of its targeted learning walks, up to the February half term (585/752). This was 263 more than at the same point in 2020. • To date, 96.9% of observations had been recorded as meeting expectations. • Attendance for students aged 16-18 had declined and was 1.0 percentage points below the same point in 2020. • At 90.0%, attendance for students aged 19+ was 1.4 percentage points above the same point in 2020, and at the College target for 2020/21 • Work experience and industry placements was still on hold due to COVID restrictions.
<p>7.</p>	<p>TLA REPORT</p> <p>The Deputy Principal spoke to his report which provided an overview of the observation activity during the period December 2020 to February 2021. Key findings were highlighted as being:</p>

- To date, 88% of targeted observations had been carried out (211/239)
- 136 (70.5%) of observations had been carried out in classrooms, workshops and other physical learning spaces
- 57 (29.5%) of observations had been of sessions delivered remotely
- To date, 96.9% of observed sessions had been judged as effective overall, meaning they did not require a re-observation
- 18 apprenticeship sessions had been observed, comprising four assessment sessions and 14 reviews
- All apprenticeship sessions had been judged to be effective overall

The committee were advised of the actions being taken by the College including mandatory CPD and updated on the changes regarding lesson observations. Governors commented that 96.9% was a high figure and agreed that it was right to further look at observations. Governors asked some further questions about the details of these and challenged the process. The Head of Quality took the committee through the actions that take place for staff if they are graded red or amber in an observation and highlighted the amount of CPD. Governors asked whether the College was able to measure the impact of CPD and the Head of Quality outlined the methods being used to assess this. Governors asked for statistics regarding red and amber areas to be included in future reports and to be provided with a detailed report to enable the committee to see the movement and the measurement of the CPD.

Action Head of Quality

The Principal and Deputy Principal advised that there was a need to look at learning walks by heads of school and feedback being given and changes would be made.

8. STUDENT VOICE REPORT

The Head of Quality spoke to his report which contained an analysis of activities since the last report to the committee. These activities were:

- Student Mid-Year Survey (QDP) (7/12/20 to 12/2/21)
- Student Representative Focus Group (11/1/21)
- Student Focus Groups carried out as part of the Curriculum Area Review

89.9% of respondents agreed with the questions but the lowest scoring question was noted to be regarding English and maths. The Head of Quality advised that he was finding in curriculum deep dives that work was strong in embedding English and maths. The Head of Quality advised the committee of other questions where there had been a lower score and reported that there had been improvement in students knowing their targets and working towards challenging targets.

Student focus groups were noted to have commented that the College's response to Covid and adaptations made to courses had been strong. Students had raised some concerns regarding catching up with practical work. There were also still some concerns as to whether tutorial programmes were being followed. In relation to student representative meetings, the committee were advised there had been a repetition of what had been found in the

	<p>Curriculum Area Reviews and this was mainly positive. Governors commented that it would be useful when looking at distance traveled to compare against previous survey results and the benchmarks of other colleges and to know where stand from the distance travelled.</p> <p>Action: Head of Quality</p> <p>Governors asked if the College uses the “you said we did posters “and it was confirmed that the College does. Governors asked whether it was possible to identify the 7% of students who do not feel safe and the Head of Quality confirmed that it was. Governors asked whether this could be mapped, whether there are themes and whether it might be possible to have some sort of intervention. It was agreed that this would be reported on further to the committee.</p> <p>Action: Head of Quality</p>
<p>9.</p>	<p>EQUALITY & DIVERSITY</p> <p>The Deputy Principal advised the proposed equality objectives were contained in this report and drew the committee’s attention to the proposed objectives. The agenda item was opened for questions.</p> <p>The Committee Chair advised the report was interesting reading in terms of themes and trends. The committee considered the objectives detailed on page 28. Governors asked where there are differences is there a plan to track and analyse this further and set out actions to address this. The Deputy Principal advised the objectives will form the basis of an equality & diversity action plan and will be refreshing the work that is being done on equality, diversity and inclusion (ED&I) in the College. The ED&I committee will drive this. Governors asked whether there would be a student representative on the committee and it was confirmed that there would be. They also asked about the work with Derby College and how this would feed in as there is best practice at Derby College. The Principal commented there was more work to do in this area and a need to promote equality, diversity and inclusion. It was agreed going forward reports on progress against the ED&I action plan would come to committee and the Committee Chair would report up to Board. It was</p> <p>Resolved to recommend the E&D report and the equality objectives contained within it to the Governing Board for approval.</p>
<p>10.</p>	<p>EQUALITY OBJECTIVES</p> <p>See 9 above.</p>
<p>11.</p>	<p>DESTINATIONS REPORT</p> <p>A total of 1838 destinations had been collected to date, representing 62% of the 2965 leavers that were in scope for the 2019/20 academic year. The final position of the collection of leaver destinations in 2018/19 was 99.1% (2832 out of 2859) and are in scope for the 2019/20 academic year. The final position of the collection of leaver destinations in 2018/19 was 99.1% (2832 out of 2859) and that 84.6% of those leavers progressed to a positive destination. The committee were advised that the proportion of destinations collected to date did not been the College was behind on collecting this data as a start was not made until</p>

	<p>February. Governors asked about the process for this and the Vice Principal confirmed this was undertaken internally. The committee were advised that last year at this time the College were able to speak to more people, but this was because of the lockdown.</p> <p>The committee noted the report.</p>
12.	<p>Date of next meeting</p> <p>Thursday 24th June 11.00am</p>