

DN COLLEGES GROUP

CURRICULUM, QUALITY and PERFORMANCE COMMITTEE

Minutes of the Meeting held on 18 June 2018 at North Lindsey College

1 **Present**

P. Grinell (Chair), A. Briggs, G. Clarke, P. Senior, A. Tyrrell, K. Walker

In Attendance: J. Charles, K. Brentnall, J. M. Cooper, M. Lochran,
P. Pascoe, K. Sargent.

Apologies R. Brook, I Falconer, G. Hinchliffe, N. Jackson

2 **Terms of Reference**

Members gave consideration to the Terms of Reference for the Curriculum Quality and Performance Committee.

The ToR as presented were approved, with the following amendments:

Paragraph 3.4 be added, i.e. "The CEO is not eligible to be appointed as Chair or Vice Chair".

Paragraph 7.1 be amended to read: 'The Risks on the Corporation Risk Register which are pertinent to the CQP Committee to be considered at each meeting, with particular regard to the assurances available to the Committee that the controls in place to manage those risks are operating as intended, or action is in hand to reduce the risk exposure to a level more in line with the Corporation's agreed risk appetite, n.b assurance may be received directly, or via the work of the Audit and Risk Committee. '

The work plan for 2018/19 was agreed

3 **Declarations of Interests**

Members were reminded to declare any personal or financial obligation, allegiance or loyalty which would in any way affect decisions in relation to the subjects under discussion.

4 **Minutes**

The minutes of the Curriculum Performance and Quality Committee meeting, held on 5 March 2018 were approved as a true record.

5 Action Points / Matters Arising from Minutes

Date	Item	Action Point	Action
8.11.17	6.3	It was agreed that the results of staff surveys from both Colleges would be presented to the next meeting.	AVT
	6.4	A programme of tours around the curriculum areas will be arranged for next term	Clerk
	6.6	The Governance Improvement Plan has been referred to the Search and Governance Committee. Issue addressed	
	7	Members were informed that mental health, safeguarding issues and financial support issues were included in the safeguarding report. A detailed report on the changing student profile at both Doncaster and North Lindsey Colleges will be prepared for the next meeting	ML/KB/ KJS

6 Performance Monitoring 2017/18

ML and KB presented a report on Performance of the Group in 2017/18. Of particular note:

- Retention across the group and at both colleges has improved to 93% compared to 90% in 2016/17
- Achievement rates are predicted to improve from 79% to 83% at Doncaster; 86% to 88% at North Lindsey and 85% across the group which would be 3.5% above the national average
- Attendance continues to be below target with particular issues on English and maths at Doncaster (64%)
- The majority of L3 students at North Lindsey are expected to achieve or exceed their expected grade (79%). At Doncaster there has been more focus in individual areas but there is no college wide measurement
- The overall apprenticeship achievement rate is predicted to be static or even fall slightly from 77% to 75% (national average 69%) due to legacy learners
- The timely achievement rate is likely to fall slightly to 65% (national average 60%) although outstanding functional skills at Doncaster make this challenging.

Members discussed and questioned the report. With reference to English and maths, the process for checking and balancing predictions was questioned with particular reference to accuracy. ML said that at North Lindsey, the PiXL and fine grading process was used and the staff were

as confident as they could be in the predictions. The recent GCSE exams had been taken by staff members as well as students and their opinion was that preparation had been appropriate although some of the questions in the third maths paper were challenging. KB said that Doncaster College did not have a similar process to PiXL but that staff had undertaken reviews and that 100% attendance at the higher level papers had given assurance. Revision classes are in place for Functional Skills for the resit papers. Each individual student's progress and prediction is reviewed and monitored to ensure intervention is in place where required. AVT added that the new learner system going live later in the week will provide a Group-wide process and a common approach to reporting. Senior Leaders are developing teaching and learning good practice with cross-assurance to check quality at both sites.

It was recognised that English and maths is an area for improvement in both colleges and new posts, i.e. Senior Leaders, have been identified to work in those specific areas to effect improvements. The Senior Leaders will work directly in the classroom with tutors to develop teaching and learning strategies that will provide more inspirational teaching and learning. Doncaster College have made arrangements to move English and maths into the curriculum areas, with specialist staff delivering, to ensure the subjects became part of the wider curriculum provision.

It was agreed that the issues experienced by some students were inherited from some feeder schools and that the schools faced similar problems to the Colleges. The Colleges were members of educational consortia (Partners in Learning in Doncaster) in the areas and staff attended network training with the local authorities.

It was noted that apprenticeship provision continues to grow in line with local, regional and national priorities and to support this provision across the group will be the responsibility of a new senior post of Director of Operations.

Progression statistics showed that 88% (NL) and 85% (DC) of leavers stay in sustained employment or education after leaving the Colleges, the best results in the region.

Members discussed the number of disadvantaged students in the Colleges; a large amount of work is done with the students to mitigate. To be gainfully employed and gain social mobility against this background was a great tribute to the staff of both colleges.

7 Quality Assurance Update

KJS presented an update on quality assurance and improvement since the last report submitted in February.

The most recent update for the Quality Improvement Plan (May) was presented for information. Overall, performance is in line with targets set

for 2017/18.

The Ofsted pilot inspection held during week commencing 11 June had confirmed the findings of the QIP. A review of teaching and learning across the Group has facilitated the appointment of a new Group Director reporting to the Deputy Principal and lead practitioners with some roles having a specific focus, such as English, maths and digital technology.

The FE Choices (Learner Satisfaction Survey) was open for students to complete over the Spring Term. The 2017/18 report will be published in due course.

Student Focus Groups have been held, facilitated by the Quality Team.

8 **Equality and Diversity**

Members received a summary overview of Equality and Diversity for the period February to May 2018.

Of particular note:

- February saw the commencement of a series of events to recognise the centennial celebration to mark women's suffrage in the UK.
- Work with the LGBT student group is ongoing; students have taken a significant lead in progressing the work of the group with some working with Marketing in the production of short videos.
- The podcast has been further developed with a group of students with hidden disabilities participating in a discussion during which they shared their experiences both within and outside college. Further podcasts are planned in the summer to focus on Prevent-related themes.
- Continued positive input by subject and curriculum Equality Champions in the embedding of Equality and Diversity themes within all aspects of teaching and assessment has continued.
- Focused interventions for apprenticeship provision to address the embedding of E&D in teaching and learning, employers and collaborative partners awareness of E&D requirements and expectations and the assurance of this has commenced with the devising of work-based scenarios for apprentices to develop critical thinking skills.
- Regular contact will be made with employers to monitor employer-awareness of British Values and Prevent.
- Significant work has taken place to raise awareness of staff and students of the counter-extremism context of British Values and to embed these values as part of an ongoing Prevent strategy.
- Teaching Learning and assessment staff continue to be supported

in embedding E&D themes in delivery

- Community cohesion partnerships are continuing
- The Quality Improvement Plan providing a summary of key areas of activity was presented within the report for information.
- It was noted that a presentation will be arranged for Corporation Board members to receive an update on the Prevent Duty with a local context.

KJS

9 **Ofsted Inspection**

DN Colleges Group had agreed to an Ofsted pilot inspection which took place across both Colleges from 12 to 15 June 2018. Ofsted carried out the pilot inspection to test and evaluate new electronic systems for evidence gathering. It was carried out like a normal inspection and, whilst there are no grades or published report, the Leadership Team had received detailed verbal feedback throughout the week, leading to summary feedback on the final day. The findings are confidential and are available for sharing internally only on that basis. The Inspectors made it clear from the outset that should any concerns or risks be exposed, this could trigger an earlier inspection and if there were any safeguarding concerns this could trigger an immediate inspection or monitoring visit. No concerns were triggered during the inspection.

The Inspection Team were very experienced HMIs (Her Majesty's Inspectorate) who were rigorous and robust. They confirmed the significant strengths and identified a rich insight into areas for improvement both as individual Colleges and as a Group. The key findings and areas for development will be addressed quickly and further detail will be provided at the Corporation board meeting in July.

Members discussed the key findings in detail. It was noted that summary outcomes of the inspection have been communicated to all staff and at team meetings. Both Colleges have scheduled sessions for more detailed feedback and action planning with managers. The outcomes will inform immediate action plans as well as the strategic and operational plans for 2018 to 2021.

10 **Risks**

Members acknowledged that a major risk identified during the meeting was that areas for development identified by the Inspectorate were not taken forward. AVT said that the resultant action plan will address these areas.

11 **Date of next Meeting**

To Be Advised

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