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| <p style="text-align: center;"><b>Minutes of the Standards Committee Meeting<br/>Held on Thursday 23 June 2016 – Staff Room</b></p> |
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*Approved draft*

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| <b>Present:</b>       | Chris Humpage (Chair)<br>Natalie Tickle                 | Dan Pearson (Principal)<br>Carol Skewes    | Shri Footring<br>Jamie Spracklen       |
| <b>In attendance:</b> | Theresa Cope<br>(Clerk to the Corporation)              | John Driver<br>(DP Curriculum & Quality)   | John Revill<br>(Vice Principal)        |
|                       | Sarah Chamberlain<br>(AP, Head of 6 <sup>th</sup> Form) | Justine Selman<br>(AP Quality Improvement) | Jan Burton<br>(HE Development Manager) |
|                       | Matt Robinson-Jeyes<br>(HE Student Rep)                 |  |  |
| <b>Apologies:</b>     | Daniel Potter (student)                                 |  |  |

*Attendance: 86%*

**78/15 Apologies for absence**

The apology was received & accepted as above

**79/15 Eligibility & quoracy**

All members were eligible & the meeting was quorate.

**80/15 Declaration of interests**

No declarations of interests had been received.

**81/15 HE Review**

- **HE Student Feedback**

The HE Development Manager provided feedback on the recent 3-day review. The draft report had now been received and this was being checked for matters of accuracy. A copy of the report was available to members if required.

There were 4 key areas of focus and the College had met UK expectations in all areas. There were 5 recommendations for consideration and these are to be implemented by November '16.

The Principal asked that the minutes formally reflect his gratitude to the team who had done a marvellous job.

Recognition was also given to the HE Student Representative who had been instrumental in the review as the lead student representative.

There is to be a new HE representative for the 2016/17 academic year.

(JMB & MRJ left the mtg @ 17:14)

## **82/15 Progress against Ofsted Action Points**

- **Ofsted Monitoring Visit (27 Jun '16)**

[Taken as agenda item 83/15]

Following feedback received from governors, the DP C&Q had simplified the report and the new style was welcomed by the committee.

The DP C&Q gave an overview of the report.

A question was raised with regards to capturing any safeguarding issues known by schools when they transfer to college. Governors asked if references are requested from schools.

It was acknowledged that there was a duty of care on the part of the College to make every attempt to identify any safeguarding issues and ***as part of best practice, a discussion is to be had with the IAG (Information, Advice & Guidance) team on the appropriateness of routinely requesting references from the schools.***

The definition of “most” was queried. ***The DP C&Q would look at the Ofsted criteria and bring back to the committee.***

The Principal gave a summary explanation on “supported experiments” and advised that the college was being supported with the initiative. This would be a year-long project. Further, the College had engaged services to strengthen processes in regards to continued professional development (CPD).

An in-depth discussion was had with regards to safeguarding and the procedures that the college has in place to keep students safe from inappropriate online materials. Safeguarding training has been undertaken for all students through the tutorial system and cyber safety with students completing an online test to confirm their understanding.

The DP C&Q highlighted intervention procedures that would be taken against any student found to be accessing inappropriate online materials.

***The committee asked for further information to clarify safeguarding procedures in regards to E-safety and the quality of the tutorial programme in relation to cyber safety.***

The Chair queried the timeline for safeguarding training for both new members of staff and governors. The Clerk confirmed that this was carried out in a timely manner and was covered at induction.

Safeguarding was also currently subject to a full review.

***Upon request from the Chair, management agreed to include a deadline date for actions to be completed.***

A new Director of Maths & English has been appointed.

In respect of OAP 5, the ***Principal will bring the strategy to the committee.***

### **83/15 Employer Responsive**

- **Projected outcomes**

[Taken as agenda item 82/15]

The report provided the best management estimate for 2015/16 outcomes. The impact on Ofsted was noted.

The data was reported nationally and any possible external impact was being closely monitored.

The quality of provision was now being looked at. ***A report will be presented to the full Corporation at the July '16 meeting.***

(JTR left the mtg @ 17:22)

### **84/15 Curriculum Progress Report**

Following feedback received from governors, the DP C&Q had revised the presentation of the report.

The DP C&Q gave a summary of the position statements and areas for improvement.

The DP C&Q was asked about the performance of high achieving students. ***The DP C&Q to circulate evidence to the committee via email.***

The Chair had noted that with the exception of Appendix A, there were no KPI's contained within the report and therefore queried how the committee could measure and monitor against targets.

***The DP C&Q would include the target figures in future reports.***

The DP C&Q was asked about 'at risk' courses (Appendix E) and what approach the College took in deciding whether these courses should continue.

The DP C&Q advised that a management decision had been taken to discontinue a total of 4 courses.

### **85/15 Teaching & Learning Report**

The AP QI had provided a brief report on the final position as regular reports had been provided throughout the year. Further data was available upon request.

The overall summary position was noted.

After discussion, the AP QI agreed to revise and simplify the text, particularly in regards to paragraph (d).

In accordance with the new Common Inspection Framework (CIF) published in September '15, it was noted that Ofsted no longer grade observations.

### **86/15 Minutes of previous meeting (12 May '16) & progress against matters arising**

The minutes of the previous meeting held on 12 May '16 were agreed as an accurate record and signed by the Chair.

**87/15 Report of actions taken by the Chair on behalf of the Corporation**

There were no actions to be reported.

**88/15 Consideration of confidential matters**

There were no confidential matters for consideration.

**The meeting finished at 19:08**

**The next meeting will be held on TBA (Oct '16)**