

Minutes Quality, Learning and Standards Committee (All resolutions passed were the unanimous decision of the Quality, Learning and Standards Committee members present unless otherwise stated)

Meeting Title	d) Quality. Learning and Stand	ards Committee		
Date	10 March 2022			
Members	Mr G. Willett(GW) Mr D. Cheema	Chair		
	Prof H. Laville (HL) Mr. P. Mayhew-Smith(PM-S) Ms M.Pottinger (MP) Mr M. J. Stone (JS) Ms C. Streliaev-Pivett (CS-P)	Group Principal / CEO		
In Attendance	Ms C. Howett	Vice Principal Further F	ducation	
Attendance	Ms C. Howell Ms S. Marfe(SM) Mr N. Nagiah (NN) Mr D. McClymont (DM) Ms S. Muncie(SM) Ms J. Percival(JP) Mr J. Pemberton-Billing(JP-B) Ms S. Raphael-Reeves(SR-R) Ms C. Veale Ms H. Meredith (HM)		d Student Thames C rincipal ar Im & Qua Im & High d Merton Partnershi	t Recruitment College nd Standards lity n Needs Colleges
Key Meeting C				
	The meeting took place remo	otely by Teams.		
1	WELCOME, APOLOGIES, I	DECLARATION OF INT	FEREST	
1.1.1	Apologies were received from sent apologies in anticipation		e Princip	al, Kingston College. Mr Cheema
1.1.2	Members confirmed that the	y did not have any pecu	iniary or	other interest in any agenda item.
2.	MINUTES OF MEETING OF	3 FEBRUARY 2022 A	ND MAT	ITERS ARISING
2.1	<u>Accuracy</u> . The minutes were accepted as an accurate record to be signed by the Chair. <u>Matters arising</u> The Action Log was reviewed and updates below were discussed:			
	Include more reference to LSIPs i	in reports / agenda for QLS		Ongoing
	Employer survey outcomes report	t to next meeting	SRR	Actioned - See Item 4.1
	Add Curriculum section back into		MT / JM	report had just been a progress update report
	Catch Up Activities to Tackle Learning- defer to next meeting a report		JPB CPs	Actioned - See Item 2.2
	Feedback from apprentice survey	1	JP	Actioned – See Item 3.2.1
2.1.2	ENROLMENTS UPDATE J	anuary 2022		
	The committee received and	noted the enrolment p		on prepared for the last meeting.
2.2	 CATCH UP ACTIVITIES TO TACKLE DISADVANTAGE AND LOST LEARNING CAUSED BY THE PANDEMIC JP-B presented a paper on behalf of the college principals identifying key issues including: The 16 to 19 Tuition Fund funding from ESFA to mitigate the disruption to learning arising from Covid-19 is being used this year mainly to support small group tuition for English and Maths which is successful and continuing. Work experience fared better than expected in some cases Overall impact of the pandemic is far reaching with impact on student wellbeing and behaviour including anxiety, mental health issues, poor attendance, lack of established learning behaviours, students' lack of previous exam experience, inflated GCSE grades 			

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	resulting in students needing extra support due to finding it hard to cope with Level 3 and students finding it hard to relate to classmates and staff Governors asked for more detail on how the 16-19 Tuition Fund is being used to be provided at the next meeting.
3.	STRATEGIC AMBITION- QUALITY MONITORING & IMPROVEMENT
3. 3.1.1	QUALITY IMPROVEMENT ACTION PLANS (QIAPs) NN presented the QIAP for STC. Overall attendance at STC at 82.5% was 1.4% below the group Attendance. Six areas of provision are being constantly monitored due to ALPs scores
3.1.2	at a level giving concern. There remain compliance issues with apprenticeship provision particularly in relation to long term absenteeism in English and Maths. The Kingston College QIAP had not been circulated . CH reported on anxiety around students
	having inflated GCSE grades and concerns about their lack of experience in taking exams.
3.1.3	JP-B confirmed that attendance is being watched very closely particularly for HNS and apprentices at Carshalton and Merton Colleges.
3.1.4	It was resolved to note these updates.
3.1.5	QUALITY MONITORING AND PERFORMANCE (QMAP) JM reported that the in year achievement forecast for STC had been factored down by 5% to 86.5% and as a result the STCG overall forecast has been reduced by 2%. This is because internally the Quality Team felt that the forecast at STC was too high and this has been shown not to be as rigorous as at the other colleges.
	DC asked about the robustness of apprenticeship forecasts. JM confirmed that the new Head of Apprenticeships goes through the forecasts line by line and the college is now confident that apprenticeship forecasts are very robust.
	DC asked about how well staff are being managed. CH confirmed that at Staff Focus Groups all the staff have given a very positive view of how well they are being managed.
3.2	NOTICE TO IMPROVE (NTI) UPDATES – CROSS GROUP
3.2.1	APPRENTICESHIPS SM presented the Apprenticeship mid-year position statement, Apprentice Mid-Year Survey results and IQAR summary. Points highlighted:
	• Forecast Group achievement rates- last month the forecast dropped from 61.4% to 60.4% because of a reduction linked to 10 engineering apprentices whose gateway has been moved back to June / July 2022
	• PICs Web implementation – Pics Web has been implemented and the data migrated. The Term 1 pilot was and a new pilot group Mammography is being rolled out with March 2022 starts. MP noted the 62% result in the apprentice survey about whether apprentices know their personal target grade and how they are performing against these. MP asked whether Pics will help learners to understand their goals? SM confirmed that the eportfolio part of Pics Web should help with this and will also show apprentices their progress and feedback.
	• IQAR January 2022- the IQAR summary was included in the meeting papers. The recommended actions have been added to each college QIAP and these are reviewed monthly as part of the MOT / NTI process. One action related to inconsistent feedback and staff CPD is taking place to develop staff practice in relation to writing developmental feedback.
	• Apprentice survey results - DC asked whether the Group was disappointed with the low response rate of 27% of apprentices in scope. SM was disappointed with this although commenting this was the first survey carried out with apprentices.

3.2.2	HIGH NEEDS JP presented the High Needs mid-year position statement and IQAR summary and reported and reported on reasonable progress this year in the face of staff recruitment challenges.	
	The IQAR (mock inspection) of HNS provision had taken place the previous week and the summary included in the meeting papers still showing inconsistencies. The process had been helpful for raising the profile of HNS to staff and how these students are being supported.	
	Group overall in-year forecasts for all qualifications for 16 -18 show HNS achieving 2% higher than last year - in line with the increase being predicted for all 16 -18 students. 19+ are showing a significant increase again in line with the increased prediction for non HNS which would bring 19+ student achievement back to the pre pandemic position.	
	Forecasting is updated every 6 weeks. PM-S asked whether that is a productive use of time and JP confirmed that the process helps staff to identify which students need support. JP-B reiterated that the process (rather than the outcome) is a valuable tool for reminding teachers about their students who need support.	
	CS-P asked whether there is any data from any HNS students focus groups. JP is considering how best to obtain the views of HNS students - it would be difficult to hold a focus group just with HNS students and their views may not be accurate accurately recorded from student surveys which they might not be able to complete.	
	It was <u>resolved</u> to note both reports.	
3.3	CURRICULUM PLANNING – NEW CURRICULUM PROVISION FOR 2022-23	
3.3.1	 Higher Education SRR updated the committee on new HE courses being developed. Three new degrees planned for September 2022 at Kingston College have been validated and students are already applying for these courses: Digital marketing (Northampton University) Events Management (Northampton University) Special Needs (Canterbury Christchurch University) 	
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3.3.2	16-18 CH reported on new courses being planned in digital, e-sports, IT and robotics, blue agenda (maritime), environmental sustainability and electric hybrid engineering. CH highlighted the need to develop courses in a more timely fashion - a year before the start date. The other development is of flexible pathways including an A level (see below). DC commended this bold innovative approach but asked for assurance that students want these courses now. CH confirmed that the courses can be made viable by keeping the offer flexible and linked to existing courses E.g. robotics linked to engineering. NN asked how employers are being involved with curriculum development and CH confirmed that this is through the college working on curriculum design with employers offering work experience.	
3.4 3.4.1	A LEVEL AND T LEVEL OFFER UPDATE CV gave a presentation to the committee on T levels and plans for the introduction of an A level plus offer at Kingston College. At the last meeting SM reported on research about reasons why students did not enrol at STCG including the lack of choice of courses particularly A levels or T levels which are being offered by competitor colleges and school sixth forms.	
3.4.2	 The presentation outlined some of the features of T levels including : an industry placement of 420 hours the additional cost of providing more assessor time to assess the work experience the demanding nature of the 2 year course limited flexibility - a single subject focus 	
3.4.3	CH presented plans for the reinstatement of some A levels at Kingston College as part of an A Level+ combined A level and BTEC offer for September 2022. These are already being advertised with applications already received. The offer includes an A level (English, Maths Sociology Biology or Photography)- along with a BTEC under one of the following pathways: law and humanities architecture 	

	engineeringA level and science pathway	
	sports and rehabilitation pathway	
3.4.4	• A level and teaching pathway The committee asked for assurance about the quality of the proposed A level provision. GW asked what has changed since the decision to discontinue A levels at KC, which followed various unsuccessful attempts over several years to improve the quality of A level provision.	
3.4.5	JS asked whether the staff who will deliver the A level plus offer previously taught A level at KC. CH confirmed that the same teachers will be used where the course had a high achievement rate E.g photography. The teachers delivering maths and sociology did not previously teach A level at KC. English will be delivered by the Head of Section and Biology will be delivered by sports specialist teachers. PM-S asked if the A levels have awarding body validation and CV will check this.	
3.4.6	In principle the committee supported a vocational pathway model. However they need to be satisfied about the ability of the College to deliver a quality A level offer.	
3.4.7	GW reminded officers that the minutes of the last meeting record that " <i>further discussion would</i> be needed before reopening A level provision." GW expressed concern that this decision felt rushed from a governance perspective.	
3.4.8	DC cautioned that if students do badly at A level Maths this will send out the wrong message about the quality of education at Kingston College. DC suggested setting a high entry criteria for students wanting to study A level maths. CH indicated that one of the main issues previously was the inability of students to be independent learners and suggested that admissions criteria should include satisfactory references about students' ability to study as independent learners.	
3.4.9	 GW summarised that governors need to protect future students who will take these courses to protect the reputation of the college and to protect officers from dealing with the aftermath if this provision is not good quality. 	
3.4.10	The meeting ran out of time for the Committee to be confident of the assurance required . It was therefore <u>resolved</u> that PM-S, GW and HM should fix another meeting date to allow time for the committee and officers to discuss this further.	
3.5.	LINK GOVERNOR REPORTS GW thanked MP for a Link Governor report on TLA and Digital- DTF, Learning Resource Centre and Digital Innovation.	
3.6	STAFF CPD REPORT It was <u>resolved</u> to note this update report.	
3.7	ANNUAL REVIEW OF APPEALS It was <u>resolved</u> to note this update report.	
4.	STRATEGIC AMBITION - PARTNERSHIPS	
4.1	 EMPLOYER PARTNERSHIPS – UPDATE [This item was taken at the start of the meeting] SRR presented a report about the Business Partnership Unit(BPU). Items highlighted included: The new BPU brochure - sector specific flyers to send out with this also being prepared. A link was included to the responses to the recent employer survey- lessons learned include the need for more joined up thinking in relation to BPU work. GW asked for a summary of the responses and recommended actions for the next meeting. The Committee were impressed with the high quality of the brochure 	
4.2	SCHOOL PARTNERSHIPS - UPDATE [<i>This item was taken at the start of the meeting</i>] SM presented an update on schools and other partnership work and marketing events and activity undertaken by the Schools Partnership Team since the last meeting. GW asked for the written update to be shared with the committee following the meeting.	

GW asked in future for the committee to see the impact of schools' liaison activity on the number of applications and enrolments from each school.
It was resolved to note these two updates.
DATE OF NEXT MEETING An additional meeting was convened to allow more in depth discussion of the A level plus offer. The date fixed for this (following the meeting) was Wednesday 16 March at 10.30am.
The next scheduled meeting will be held on Tuesday 10 May 2022 at 5.30pm
The meeting closed at 7.40 pm
Signed:Date: