



**MINUTES OF THE CURRICULUM AND QUALITY MEETING HELD ON  
WEDNESDAY 14 JUNE 2017 AT 1.30 PM  
IN G17, ILKESTON CAMPUS**

Present: Phil Dover (*Chair*), Janet Morgan, Mandie Stravino, Graham Schuhmacher

In attendance: Helen Jefferson, Kate Martin, Anita Straffon,  
Steve Spence (Minute no. 40/16-17 only), Rose Matthews (Clerk)

**40/16-17 Teaching, Learning and Assessment**

Steve Spence, Senior Teaching and Learning Coach, joined the meeting to provide a comprehensive presentation on the Teaching, Learning and Assessment Strategy for the College.

Key points of note were the achievements to date, which included; a Grade 2 at the most recent Ofsted Inspection, the Teacher Training Department recognised as 'outstanding' by Ofsted and the Scorecard data for 14-15 showed a 1.66 average and for 15-16 a 1.42 average.

The Senior Teaching and Learning Coach went on to share the future strategy, which included evidence based practice, stretch and challenge – inspiring teaching staff, developing a student first culture.

Graham questioned the wording used in the presentation to move away from teaching focused to student focussed.

Graham also queried the use of 'classroom', relating to the ability to learn 24/7, moving away from classroom based delivery. The Senior Teaching and Learning Coach noted this and said the slide would be reworded.

The Committee Chair was interested in the use of metacognition and noted the brightest people did it instinctively, but as teachers it had to be unpacked for those less able.

Graham said he would be keen to see the next revision of the strategy. Phil commended the Senior Teaching and Learning Coach on the work the team were doing and the interaction with the students.

The Senior Teaching and Learning Coach left the meeting.

**Action**

**Date**

	Action	Date
<p><b>41/16-17 Apologies for absence</b></p> <p>Apologies for absence were received from Tim de Ville.</p>		
<p><b>42/16-17 Declarations of interest, confirmation of eligibility and quorum</b></p> <p>All members were eligible and the meeting was quorate. Declarations already made were noted.</p>		
<p><b>43/16-17 Minutes of the previous meeting</b></p> <p>The minutes of the meeting held on 23 February 2017 were approved and signed as a true and accurate record.</p>		
<p><b>44/16-17 Matters arising</b></p>		
<p>35/16-17 Steve Spence had been invited and attended this meeting.</p>		
<p><b>45/16-17 Organisational QPR</b></p> <ul style="list-style-type: none"> <li>• <b>Leadership and Management</b></li> </ul> <p>The Deputy Principal presented the Organisational QPR.</p> <p><u>Curriculum Design</u> Business planning presentations had commenced on 13 March 2017, with all academies working to achieve a +50% contribution. Radar charts had been completed and those qualifications showing significant issues were being reviewed as part of the Academy QPRs. The panels to present to the Leadership Team were planned to take place imminently.</p> <p>Team Managers were looking at timetabling, with a focus on English and maths, group sizes, staggered lunches, zoning priorities, staff remission and room and staff utilisation.</p> <p><u>IAG Matrix</u> The College had successfully achieved the re-accreditation of the IAG Matrix Award during March 2017.</p> <p><u>Landex Peer Review</u> The Landex Peer Review took place between the 18 and 19 May with a focus on teaching and learning. Positive feedback was received with no outstanding actions.</p> <ul style="list-style-type: none"> <li>• <b>Teaching, Learning and Assessment</b></li> </ul> <p>The in-year Teachers' Scorecard Measure was showing at 1.57, indicating that 99% of teacher scorecards graded good or better, with trainer/assessor scorecards graded good or better overall.</p>		

The Committee Chair asked if the figures seemed correct. He asked why all the improvement initiatives were taking place if 72% of the teaching staff were outstanding. The Deputy Principal said this was an in-year measure and achievements needed to be taken into consideration.

#### Masterclasses

A member of the teaching and learning coaching team delivered a session to the whole team based on celebrating future student success, empowering and developing students' learning.

A calendar for training events for 2017-18 was underway and would be developed to utilise every teaching and learning coach.

#### Research and Pedagogy Developments

Metacognition research (already discussed as part of the earlier presentation) was underway at JWC, with two teachers and a Teaching and Learning Coach supporting the first part of the study.

One of the Teaching and Learning Coach's has videoed his classes to support the wider teaching community and this will be used as an exemplar video for questioning and will be stored on the Teaching and Learning Assessment Hub.

#### English and Maths

The College undertook an audit on the English and maths provision. This identified two recommendations around the design of the programme.

An action plan was produced to ensure the recommendations were addressed and a follow up visit scheduled to take place before the end of the academic year.

Graham questioned the maths and English data received from schools and asked if there were any trends.

The Vice Principal – Research and Development explained this was cross referenced with EAL students and diagnostic testing took place. She said bigger groups of LIVES students achieved improved results.

Exam entries were made and there were 699 students sitting GCSE maths and 970 sitting GCSE English.

- **Personal Development, Behaviour and Welfare**

#### Admissions

Admission applications as of May 2017, showed 6,291

applications, compared year to date of 6,229. This reflected a year on year increase of 62 applications.

Applications for 16-18 year olds equated to 4,127 compared to 4,176 in 2016-17, which was a slight decline on the previous year of 49 students.

Applications for 19+ students showed 2,164 applications, compared with 2,053 in 2015-16.

#### Destination Data for 2015-16 Leavers

This was the first year the destination survey was expanded to incorporate part-time students. The survey response rate had increased to 89% for all ages, compared against a target of 86%.

The KPIs showed, 99% of 16-18 students achieved positive destinations, of known destinations, with 96% of 19+ full time students and 99% of part-time students achieving positive destinations.

Graham Schuhmacher asked the size of the cohort and it was noted this was 9,539.

Graham asked what was done with the data collected. The Head of Ilkeston and Student Services explained the data was passed onto the Marketing Team who used it to build the College's alumni. This was used in the College's publicity material and used within the curriculum areas. Graham said it would be good to use some of the stories where students achieved English and maths.

#### Safeguarding

There had been a total of 349 disclosures so far this year, compared to 309 in the previous year. A significant proportion of these continued to relate to 'Well-being/Mental Health' issues.

#### Student Voice

The Student Voice survey was completed during February and March and overall the results were positive – 99% of students said they would 'recommend Derby College to a friend'.

- **Outcomes**

The data dashboard showed current retention at 94% which was equal to the College's target and 1% up on the 2015-16 actual figure.

	Action	Date
<p>Analysis was being carried out in relation to retention for those academies below target.</p>		
<p>The Committee Chair asked when Members would receive the provider average data. It was noted this would be available for the next Curriculum and Quality meeting.</p>	KM	21/11/17
<p><b>46/16-17 Attendance</b></p>		
<p>The Vice Principal – Research and Development presented the attendance data, which was at 87%. The disciplinary data showed a cause for concern, but identified a lot of intervention taken by teachers</p>		
<p>Graham Schuhmacher said the College should not be accepting the sector norm as a benchmark and he did not feel the target was aspirational enough.</p>		
<p>The Deputy Principal said the College currently did not record dentist, doctor and hospital visits, but this would be recorded in the future.</p>		
<p>Another issue related to employers not releasing students for a block. Graham said it needed to be made clear to employers what they had committed to. The Deputy Principal said this was made clear, but still happening and the College needed to look at how they could work around it.</p>		
<p>The Committee Chair noted some areas issued attendance certificates and carried out student of the month events.</p>		
<p>The Head of Ilkeston and Student Services was doing quite a bit of work on mental health to upskill staff to identify and address issues, which included CAMs training for staff to help students to use self-help strategies.</p>		
<p>Graham Schuhmacher said preparing students for the world of work was preparing for a tough world where employers would not accept 87% attendance.</p>		
<p><b>47/16-17 HE Self-Evaluation Document</b></p>		
<p>The Deputy Principal provided a brief update on the HE Self-Evaluation Document.</p>		
<p><b>48/16-17 Little Explorers Nursery SEF</b></p>		
<p>The Head of Ilkeston and Student Services shared developments taking place within the Nursery.</p>		
<p>Issues previously mentioned regarding IT had now been resolved.</p>		

	Action	Date
<p>The Nursery Manager had recently received a visit from the Early Childhood Environment Officer and feedback would be received in June.</p>		
<p>Graham Schuhmacher asked about the end to end work and raising the profile of the Nursery. It was noted the Nursery Manager was doing inset sessions with other providers on Forest Schools.</p>		
<p>The Deputy Principal said they were looking at how the Nursery could be expanded as it was currently full to capacity with a waiting list.</p>		
<p><b>49/16-17 Sub-Committee Proposal</b></p>		
<p>The Clerk presented a proposal to Members to change the Committee in line with the new Post-16 education reforms and to incorporate Apprenticeships, Academic and Technical Education into the Committee structure.</p>		
<p>The Committee approved the change and the Committee would change to its name to the 'Standards Committee' with effect from September 2017.</p>		
<p><b>50/16-17 Date of Next Meeting</b></p>		
<p>The next meeting would be held on 21 November 2017.</p>		

The meeting finished at 3.00 pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_