



**MINUTES OF THE CURRICULUM PERFORMANCE COMMITTEE MEETING HELD  
ON THURSDAY 29 JUNE 2023 AT 10.00 AM IN H3, HUDSON BUILDING,  
BROOMFIELD**

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**MINUTES OF THE CURRICULUM PERFORMANCE COMMITTEE MEETING HELD ON THURSDAY 29 JUNE 2023 AT 10.00 AM IN H3, HUDSON BUILDING, BROOMFIELD**

Present: Alan Brady (Chair), Sue Bradley, Andrew Cochrane, Phil Dover, Patrick Ring

In attendance: Aaron Denton, Helen Jefferson, Melanie Lanser, Kate Martin, Heather Simcox, Rose Matthews (Clerk)

*Prior to the meeting Members visited the Sport and Public Services Academy providing the opportunity to meet with managers, delivery staff and students.*

	Action	Date
<b>26/22-23 APOLOGIES FOR ABSENCE</b>		
Apologies for absence were received and accepted for Mandie Stravino, James Tinson and Kate Cox.		
<b>27/22-23 DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM</b>		
All members were eligible, and the meeting was quorate. There were no new declarations.		
<b>28/22-23 MINUTES OF THE MEETING HELD ON 9 MARCH 2023</b>		
<b>RESOLVED:</b> The minutes of the meeting held on 9 March 2023 were formally approved as a true and accurate record.		
<b>29/22-23 MATTERS ARISING</b>		
06/22-23 The Director of Student Experience and Pastoral Support delivered a presentation to Members on the tutorial programme with differentiated models for different levels. The College's model was known as an area of best practice and had been replicated elsewhere. Members were shown how the programme looked on Sharepoint which was refined based on feedback throughout the year.		
The challenges in student attendance at tutorial sessions was shared and timetabling was being revised to ensure tutorials were given as much focus as the qualification.		
Examples were share where shared where staff had co-created and designed together such as links with university and the community.		
<b>The Committee Chair noted that different teachers had different styles and questioned how their development was supported in delivering tutorials.</b> It was noted there were different models used.		

Some areas had dedicated staff that delivered the tutorials and some were delivered by the curriculum team.

### 30/22-23 PERFORMANCE REPORT, INC

- QUALITY IMPROVEMENT PLAN REVIEW
- SUMMARY OPMR (INCLUDING STUDENT VOICE AND KPIS)

The Vice Principal – Quality of Education presented the Organisational Performance Management Review which was based on in-year data.

Overall, the College remained good with the report outlining the current position. Those academies that had improved the quality of education were shared along with those which were not yet good and those requiring improvement, along with the reasons why.

#### **Members questioned the performance of the underperforming areas and what action was being taken.**

The Corporation Chair acknowledged staff recruitment and retention as a concern and questioned what further support could be provided. The VP – Quality of Education explained as a resource there needed to be investment. As dual professionals, teaching staff they had their professional expertise but also needed to be good teachers. The College were competing with industry, schools and universities who could pay more and had different delivery models.

The Group Quality Improvement Plan update was shared, which provided an update on the key actions and was RAG rated.

The emerging gap with Caribbean, Black/White Caribbean and Black/White African) was discussed, along with attendance for English and maths and actions to address with members.

A critical focus was careers education and there was close work underway with the careers team to achieve a digital portfolio on file with resources.

Further focus was on collecting employer voice.

### 31/22-23 QUALITY OF EDUCATION REPORT

The Vice Principal – Quality of Education shared the findings of the recent consultative activity to consider the Quality of Education at the College.

The key strengths and areas for improvement, along with key actions for development were discussed.

Given the focus of curriculum planning, **the Chair questioned when the curriculum plans were looked at.** There was a meeting ahead of the observation where these were shared. Members were pleased to note work was underway with those areas requiring support.

#### **Members were pleased to note the positives from the report in terms of consistently good behaviour on all sites, majority of**

**teachers demonstrating good subject knowledge and the quality of teaching was good or better in almost all lessons.**

The VP – Quality of Education explained the work underway to support the teams with planning.

**Referencing the report PD questioned why curriculum were not following the sequence of the curriculum plan.** It was explained that some teachers went through the plans quicker than others and training focused around making sure staff did more on each of the areas before moving onto the next stage. Inexperienced teachers often moved on quicker. Training had been delivered earlier in the year.

**The Corporation Chair asked if the College were confident they could deliver on the actions.** Work was underway on addressing all actions identified.

The Committee Chair asked how the focus of the observations compared with feedback from recent inspections elsewhere. It was noted this was similar.

### **32/22-23 HEADLINE OVERVIEW OF THE SAR PLAN**

The Vice Principal – Quality of Education shared the SAR Timeline with the Committee that documented the process throughout the year.

### **33/22-23 CURRICULUM PERFORMANCE RISK REGISTER**

The Curriculum Performance Risk Register was presented by the Deputy Principal.

A comprehensive review would be carried out in August once the results were available and would then continue for the new academic year, with a review in November.

One change related to Risk 18 (breaches of exam awarding body regulations). There had been a significant improvement in compliance since the appointment of the Director of Regulation and as such the risk had been mitigated down.

### **34/22-23 DESTINATIONS REPORT**

The Director of Student Experience and Pastoral Support presented the destinations outcomes for 2021-22 to the Committee for those students that had left the College.

He outlined the College process and key findings from the report broken down by level. Of known destinations, 91.3% of students progressed to a positive destination. Checks were also carried out to clarify if students progressed onto a destination relevant to their course.

Further analysis was carried out broken down to academy level to identify if there were any cohorts of students not progressing.

**The Corporation Chair acknowledged the outcomes gap for in terms of disadvantaged students and asked what action was taken.** It was clarified follow up activity took place, inviting students to open evenings to continue with the College, but also offered after care. The College had links with the Job Centre and was able to offer referrals. They were also referred to the Careers team for further guidance.

**The Corporation Chair went onto ask, if this the statistics were revisited in a year's time, would the gap have narrowed.** The College were not able to answer as they did not have capacity of staff to follow up a further year after. The DFE did measure certain cohorts after leaving through the DWP but it was only a small cohort.

**PD asked if the picture for NEET student was getting better or worse.** It did improve, but there were pockets, for example, Construction had dipped but had since improved.

### 35/22-23 LITTLE EXPLORERS REPORT

- QIP UPDATE
- SEF UPDATE

The Director of Services for students presented the latest report, which confirmed the overall effectiveness of the quality of education retained strong.

Members could see the report provided a good illustration of how personalised the service could be and how well the children settled into the nursery. Working with parents was a key element of that.

The Nursery were focussing on more work with the feeder schools to support with transitioning.

The Nursery were introducing a 10% fee increase from September 2022, alongside two price structures. This had been benchmarked against local nurseries.

**Members questioned parents reaction to the increase** and it was noted this had been expected compared with other local providers. This had been a considered approach and had taken place on the back of budget pressures.

**The Committee Chair reflected on the last meeting and a need to close the baby room.** It was now open again with priority given to babies with siblings already in the Nursery.

The Chair asked that the Committees' thanks be passed onto the team.

### 36/22-23 MATRIX IAG REPORT

The Director of Services for Students provided an overview of the Matrix IAG Standard, which is the DFE's standard for ensuring the quality of delivery of high-quality information, advice and guidance.

The assessment takes place over a five-day period with a range of individuals, including the Careers Lead Governor – Sue Bradley.

The key strengths were summarised, along with the areas for development – which were not mandatory and were noted by committee members.

### **37/22-23 JOSEPH WRIGHT ACADEMIC LOCAL BOARD**

The Committee Chair had attended the JWC Academic Local Board on 27 June. Discussions related to initial exam indications and pre-moderated grades, attendance and retention.

Challenges with recruitment and retention off staff was discussed, with some new appointments made for the new academic year.

Attendance was a huge battle and retention had dropped. The approach to tutorials was also being revisited.

### **38/22-23 WHAT HAVE THE COMMITTEE LEARNED TODAY?**

Members considered the discussions in the meeting.

Common themes across all the committees related attendance, staff recruitment and retention and the impact this had on learning.

The Committee had heard about new developments, putting apprenticeships back into curriculum and whilst the College were not where it wanted to be, it was on a journey with developments quickly embedded.

The Committee Chair asked what governors could do to support. The response was to acknowledge the link with recruiting and retaining good teachers and how that impacted good outcomes.

PD pointed out the wider support governors provided in terms of attending the Curriculum Business Planning sessions, SAR validation panels, and link and lead governor meetings, along with meeting students and staff and attending events.

### **39/22-23 DATE OF NEXT MEETING**

The next meeting was to be confirmed.

*The meeting finished at 11.53 pm*