

**MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON  
TUESDAY 6 MARCH 2018 AT 1.00 PM  
IN THE BOARD ROOM, THE ROUNDHOUSE**

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

In attendance: Helen Jefferson, April Hayhurst, Kate Martin, Heather Simcox, Rose Matthews (Clerk)

	Action	Date
<p><b>28/17-18 Apologies for absence</b></p> <p>Apologies for absence were received from Carl Anderson and Jack Atwal.</p>		
<p><b>29/17-18 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>30/17-18 Minutes of the Standards Committee meeting held on 21 November 2017</b></p> <p>The minutes of the Standards Committee meeting held on 21 November were approved as a true and accurate record.</p>		
<p><b>31/17-18 Matters arising</b></p> <p>22/17-18 The Equality, Diversity and Inclusion Policy was approved at the Corporation meeting held on 11 December 2017,</p> <p>23/17-18 The HE Self-Evaluation Document (SED) was approved at the Corporation meeting held on 11 December 2017.</p> <p>The Chair raised the recent Safeguarding training for Members and asked their views. Overall, feedback was it was too operational and focussed around school governance. A lot of the points that were raised by the trainer were addressed at the Designated Lead Safeguarding Board, which Jack Atwal attended as the Safeguarding Link Governor.</p>		
<p><b>32/17-18 Organisational QPR</b></p> <p>The Deputy Principal and the Vice Principal – Academic and Technical Education jointly presented the Organisational Quality Performance Review.</p>		

### Effectiveness of Leadership and Management

The Deputy Principal shared details of the Rapid Improvement Panels which were now taking place, the report indicated there were 12 in total. Graham Schumacher questioned the rationale for the panels, which were not only for those requiring improvement, but also for provision that could be seen to be coasting, for example, an area consistently achieving a grade 2 SAR – why were they not moving to outstanding. The purpose of the meetings was for the Executive to provide scrutiny, but also support on the journey to outstanding. Graham suggested a different title be used for those areas that weren't in special measures, such as 'Continuous Improvement Panels', which was a more accurate description.

The Teaching and Learning Strategy had been enacted to improve all areas of teaching including apprenticeship provision with a raft of CPD and interventions implemented, an example was quoted from the student feedback at Pizza with the Principal, on essays and assignments feedback.

The Teacher scorecard had been revised with close monitoring of target setting and tracking of student progress. This enabled the teams to intervene and should lead to better progression and higher grades.

Some attendance and retention initiatives had been implemented and these had come through the Rapid Improvement Panels and allowed the sharing of good practice.

The Director of Maths had been appointed to also oversee cross-College English and a new Quality Director would be starting in May. A new Sales Director had already commenced.

### Quality of Teaching, Learning and Assessment

Apprentices on programme who had completed the teaching and learning survey indicated teaching, learning and assessment had become embedded and reflected what they were doing on a daily basis.

The Vice Principal said this reflected different ways of learning and the team had been scrutinising what worked where and how they could intervene.

The Committee Chair asked how the scorecard had been changed. The Vice Principal explained the scorecard was a compliance model, but with targets, so it could be regulated and flagged, this has been widened to indicate those who had met, exceeded or who were below target. The scorecard did not measure the outcome of students. The Vice Principal confirmed the qualitative measures would come to this Committee when finalised.

Personal Development, Behaviour and Welfare

This area was a real area of strength for the College in terms of the activities carried out.

A brief summary of the safeguarding disclosures was presented, this was slightly down on last year but there was no difference in terms of the themes from the previous years with a high level of mental health issues as a key theme.

The Head of Ilkeston and Student Support Services said there had been further referrals since the report had been written and the training for staff had been strengthened, she added the national agenda related to upskilling existing staff. A lot of training had been carried out on health services and local forums had been set up.

Exclusions and behaviour were discussed and the interventions in place both within the College and collaboratively with the community were highlighted.

81% of full time students had obtained work experience. The Chair asked how the figure compared against last year or other colleges. The Deputy Principal agreed to investigate and feedback.

AH

12/06/18

Organisational Data Dashboard

The Deputy Principal shared the revised Organisational Data Dashboard. This document was still being refined and a final version should be available for the next meeting. The document has been automated to pull the data directly from the central source and ensuring it was much more accurate and timely.

The figures for progress, destinations, employer satisfaction and learner satisfaction would be included on the final version.

Janet Morgan questioned the provider average figures, but these were expected around May/June.

She also queried the figure for destinations, was it 99% achieved a positive destination, it was confirmed it was.

The Deputy Principal explained the managers were all using the same targets, it was much more consistent and controlled in terms of monitoring continuous improvement.

A discussion took place in relation to the in-year data and Janet Morgan suggested only the in-year measures be presented to the Board.

The in-year measures were attendance and retention and those areas highlighted in the QPR were those falling below target. Interventions were taking place in the areas, in addition to the Rapid Improvement Panels and performance management was also carried out.

Graham Schuhmacher commented on the 90% attendance target and said as a floor target it should be 100%. It was noted most academies achieved well over 90%.

Janet Morgan asked if a table could be included in the QPR report (reporting by exception) listing those areas well above target, but also those at the opposite end.

Action

Date

AH

12/06/18

The Deputy Principal said in terms of attendance the target was easy to place in some areas, but highlighted Transitions, which was incredibly low and 90% therefore was not realistic. Graham said that at some point they would transition to employment and that target needed to be embedded.

Reviewing the Adult Learning programmes, it was noted the provision was high volume with retention above target.

Looking at Apprenticeship provision, Janet Morgan asked why the College was behind on the provider average for 16-18. The Deputy Principal explained this related to four year programmes, a whole cohort of apprentices moved from the apprenticeship programme to HNCs/HNDs which had impacted the figures.

Lee Pratt asked if the figures would change when the new framework was introduced. The Deputy Principal explained the report would be split with some on the standards and some on the frameworks and there would be two sets of data.

A discussion took place with regard to apprentices being employed. The Chair asked if early leaver destination data could be presented at the next meeting of this Committee.

AH

12/06/18

Appendix A – GCSE and Functional Skills English: Study Programme Students

The Chief Executive said there was an overwhelmingly positive response from students at the recent Pizza with the Principal with regard to English and maths.

The Deputy CEO said the appointment of the Director of Maths to also cover English had provided strength. The Director was reviewing what worked internally and externally and had an appetite to further engage with schools.

	Action	Date
<p>'Doddle' an online learning tool for homework had been introduced and the Director had lots of ideas of how to generate enthusiasm.</p> <p>A curriculum areas Maths and English Steering Group had been introduced to share best practice and had shown an improvement on the vocational side.</p> <p>The Chief Executive explained the Management Team had been brought into a wider forum and they could not achieve an outstanding or good grade without maths and English, she said moves were being made to change the mindset and culture of the team.</p>		
<p><b>33/17-18 Link Governor Visits</b></p> <p>The Chair reported on his visit to the JWC to meet with the Head of JWC. He explained he had sat in on her senior team meeting and looked around some English classes. He had chatted to students in the refectory and felt assured of value added for all levels. He was confident Stacey had a robust programme in place that she was working to implement.</p> <p>Graham Schuhmacher reported on his visits with the Deputy Principal. He said they met regularly and he was confident about the people and processes and felt the area was stable.</p> <p>The Link Governor Summary sheet would be shared and discussed at each meeting.</p>		
<p><b>34/17-18 Student Voice</b></p> <p>The student representative was unable to attend the meeting, however he had provided some feedback, which echoed that mentioned earlier in the meeting. The main feedback from students was around mental health and wellbeing and raising awareness of the support available from the Intervention Support Team.</p>		
<p><b>35/17-18 Date of Next Meeting</b></p> <p>The next meeting would be held on 12 June 2018.</p>		

The meeting finished at 3.00 pm.

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