



ST HELENS COLLEGE CORPORATION

**MEETING OF THE STANDARDS AND CURRICULUM COMMITTEE HELD AT
9.00 am on MONDAY 9 MAY 2016
IN THE BOARD ROOM, TOWN CENTRE CAMPUS**

MINUTES

MEMBERSHIP:

- * Mrs E Brocklehurst (**Chair**)
- * Dr J Burford
- * Mr N Gribben
- * Mrs S Jee
- * Mr J Middlehurst
- * Mr P Round

IN ATTENDANCE:

- Mr B Dean, Deputy Principal (Curriculum and Excellence)
- Mrs V Roberts, Vice Principal (for Minute Number 887.1 only)
- Mrs C Lascelles, Director of Contracts and Data Analysis
- Mrs B Nolan, Director of Business Development Unit (up to Minute Number 889 only)
- Mrs J Brothwood, Head of English and maths (for Minute Number 888 only)
- Mr M Kelly, Head of Department, Business and Professional Studies (for Minute Number 887.1 only)
- Ms C Kerr, Headteacher, 14-16 Academy (for Minute Number 886 only)
- Mrs C Jones, Clerk to the Corporation

Minute 88 was taken as the first item with the details recorded within agenda order

881 DECLARATIONS OF INTEREST

There were no declarations of interest notified.

882 APOLOGIES FOR ABSENCE

There were no apologies for absence

883 NOTIFICATION OF URGENT BUSINESS

- a Expression of Interest KCC (**Principal**)
- b Area Reviews (**Principal**)

884 MINUTES OF THE PREVIOUS MEETING HELD ON 25 JANUARY 2016

The Minutes of the above meeting were **agreed** and signed as a correct record.

885 MATTERS ARISING

- a Minute 871 p2/3 – English and maths: progress report
The actions relating to this item would be addressed as part of the updated action plan to be presented to the Committee as a separate agenda item. The issue raised at the last meeting relating to the numbers of starts has been resolved and had been a data issue.
- b Minute 877 p5/6 – Higher Education
The impact of the new consumer legislation will be discussed at the next meeting of the Audit Committee, when next year's audit schedule is decided.

ACTION: Clerk to include the impact of the new consumer legislation on the next Audit schedule

886 14-16 ACADEMY: PROGRESS REPORT

Ms C Kerr, the 14-16 Academy Headteacher, had been invited to today's meeting to provide an update on the performance of the Academy.

The presentation relating to the 14-16 Academy students included the position with regard to student coursework and the work that remains outstanding, with individual meetings held with every pupil to discuss their individual position. It was reported that Basic English and maths was currently predicted at 39%. The Value Added score was reported at 995 with a target of 1000 to be achieved. A number of intervention strategies were being put in place to support the pupils. The Committee discussed the recruitment strategies for 2016/17, and the further promotion of the Academy.

The progress report was accepted by the Standards and Curriculum Committee as presented.

Ms C Kerr left the meeting at this point and was thanked for her progress report

887 CURRICULUM AREAS PERFORMING LESS THAN 'GOOD'

887.1 Business and Professional Studies

Mr M Kelly, the Head of Department for Business and Professional Studies had been invited to today's meeting to present the action plan to support an improvement strategy for the Department, which followed a self-assessed grade 3 based upon the 2014/15 outcomes. Each action contained within the plan was summarised for the Committee. The Department was developing both an employment and a university route to suit the needs of individual learners, but this would not preclude students changing routes should they decide to do so. This is being replicated in all departments. It was reported that stronger links with the NHS have been developed through a series of consultation exercises resulting in the creation of a new two-year apprenticeship scheme, which was welcomed by the Committee. This could also provide an opportunity for Traineeship developments.

The Business and Professional Studies action plan was accepted by the Standards and Curriculum Committee.

Mrs V Roberts and Mr M Kelly left the meeting at this point and were thanked for their update report.

888 ENGLISH AND MATHS: PROGRESS REPORT

Mrs J Brothwood, the Head of English and maths, had been invited to attend today's meeting to provide a progress report relating to English and maths action plan.

Following an initial question from Governors, the GCSE mock examinations figures presented in the report were clarified.

The predictions for English are looking positive with 54% of 16-18 students predicted to improve to A*-C grades and 63% to improve at least one grade.

Maths A*-C grades are predicted at 17% for 16-18s who have grade D or Functional Skills Level 2 as entry points, which is a cause for concern, with the reasons discussed by the Committee. 49% of the 16-18 year olds were predicted to improve at least one grade. Sickness absence in the department has been a contributory factor, with recruitment underway to address this issue. The Committee suggested trying to recruit good part-time maths local teachers, who may have recently retired and would be prepared to work part-time hours in the College. Merged classes are also being considered, to be taught by the most able teachers. The strategy of 'grow your own' teachers was discussed by the Committee. Although a number of improvement strategies are underway, it was acknowledged that these young people have already had years of intervention at school and do not wish to take maths whilst at College, which brings its own challenges. However, the College needs to find solutions, eg: high quality on-line materials and team teaching. The importance of rigorous diagnostic testing, followed by fortnightly progress reports can provide evidence of progress and those students who are currently predicted at a grade D need more drive towards achieving a C grade. On-line support is also a key development. The Committee also discussed functional skills.

The English and maths action plan and progress report was accepted by the Standards and Curriculum Committee.

Mrs J Brothwood left the meeting at this point and was thanked for her progress report

889 WPL ACTION PLAN

Mrs B Nolan, the Director of the Business Development Unit, presented the revised WPL action plan for review by the Committee, which is to support taking WPL to Outstanding.

The Committee focused upon those areas where it had been identified that more work was needed. The challenges of supporting students to take Functional Skills up front was discussed, particularly adults in Health and Social Care which included on-the-job training only. The WPL meetings are continuing with a revised terms of reference.

The WPL action plan was accepted by the Standards and Curriculum Committee, with further clarity to be provided against each section of the actions that require further work, with timescales to be identified where possible.

ACTION: Director of Business Development to review the action plan as agreed by the Committee

Mrs B Nolan left the meeting at this point and was thanked for her progress report.

890 QUALITY IMPROVEMENT PLAN

Mr B Dean, Deputy Principal, presented the updated Quality Improvement Plan as at February/March 2016, providing an update particularly on those areas that were not separately included for discussion at today's meeting.

The College had hosted a sharing of good practice visit last week from New College Telford, which included visits to some classes to observe Teaching, Learning and Assessment and the marginal gains approach in action, including the use of swivel cams.

The Committee discussed OFSTED inspection preparations, and it was agreed that an external mock inspection should be undertaken late September to obtain an external view on the College's position. The Committee acknowledged the internal work that was currently being undertaken as part of the preparations.

ACTION: Deputy Principal to arrange an external mock inspection for September 2016

The exercise on calculating predicted success rates had commenced. 16-18 success rates were reported as positive with regard to improvement on the previous year with adults reported as lower, with an acknowledgement that this is an early indication. All the Heads of Department were currently working on maximising success, particularly following the dip in adult retention. The impact of the change in the portfolio of provision eg the cessation of adult employability programmes, are a contributory factor to this position. The Committee discussed using Proachieve figures alongside the QAR figures as part of inspection preparations. Programme team self-assessment was identified at the last inspection, with the documentation now enhanced to further improve the process. Attendance was currently reported at 88% which remains a constant driver in the College.

The updated Quality Improvement Plan was accepted by the Standards and Curriculum Committee, with the Committee requesting that the expected outcomes be supported by more robust statistics.

ACTION: Deputy Principal to review the Quality Improvement Plan as agreed by the Committee

891 LEARNER PERFORMANCE REPORT

Mrs C Lascelles, the Director of Contracts and Data Analysis, presented the latest Learner Performance report, including the revised protocols, and updated Performance Dashboard, with the revised format of the Learner Performance Report, which included a far more detailed analysis, welcomed by Governors.

The Committee asked about the dip in 16-18 retention, particularly at this time of year, and asked whether further withdrawals were expected. It was acknowledged that withdrawals were now undertaken far more timely which does affect the retention position earlier in the year. There is a potential that some of the withdrawn students may be reinstated, but this would not include large numbers.

The position in relation to apprenticeship performance was also discussed with some Health and Social Care apprentices being fast tracked to ensure completion.

It was **agreed** that the Proachieve figures should be provided alongside the QAR figures as part of the future reporting mechanisms.

The performance dashboard was also presented, which included the 2015/16 best case position, which was reported with a health warning. The Committee acknowledged that the late publication of the national position was causing problems with target-setting by the Corporation. The Committee requested that, should the position be published before the next meeting, that the performance dashboard be updated and sent to the Committee separately.

ACTION: Colette Lascelles to circulate an updated performance dashboard should the national benchmark statistics be released before the next Standards and Curriculum Committee meeting

The Learner Performance report and performance dashboard were accepted by the Standards and Curriculum Committee, and the associated protocols were also approved, subject to the addition of reference to Proachieve and target-setting, as discussed earlier.

ACTIONS: Colette Lascelles to oversee that Proachieve figures be also included in future Learner Performance reports; The Protocols to be further amended to include reference to Proachieve figures being included in LP reports, and also to reference the position relating to target-setting

892 QAR AND TARGET-SETTING

Following the discussion under the previous agenda item It was **agreed** that the targets would be reviewed immediately following the publication of the national position.

893 PREVENT

Mr B Dean, Deputy Principal, reported that Prevent continues to be embedded with all students. Some cross-College events were being developed for September as part of induction, eg a theatre production on radicalisation and prevent, which should improve engagement with students

The report was accepted by the Standards and Curriculum Committee as presented.

894 URGENT BUSINESS (AS NOTIFIED UNDER MINUTE NUMBER 867 ABOVE)

a Expression of Interest KCC (Principal)

The Principal reported that the documentation for the College's expression of interest to become a potential merger partner with Knowsley Community College had been submitted to the deadline of 9th May 2016, with copies of the documentation shared with the Committee. This would also be shared with all Governors at the next Governing Body meeting.

b Area Reviews (Principal)

The documentation for the first Area Review meeting, scheduled on 12 May 2016, had been received, with the details briefly shared with the Committee. The documents would be emailed to all Governors for any comments/input.

Feedback was received following the visit from the Area Review Team on 19 April 2016, which had gone as well as it could be.

It was **agreed** that Area Reviews should be a standing agenda item at each meeting to consider any issues.

895 DATE AND TIME OF NEXT MEETING: 9.00 am on Monday 6 June 2016.

KEY OUTCOMES:

14-16 ACADEMY: PROGRESS REPORT: The Standards and Curriculum Committee received a progress report in relation to the 14-16 Academy.

ENGLISH AND MATHS REPORT: The Standards and Curriculum Committee continues to closely monitor the progress of English and maths.

WPL ACTION PLAN: The Standards and Curriculum Committee approved a revised WPL action plan.

QUALITY IMPROVEMENT PLAN: The Standards and Curriculum Committee reviewed and accepted the updated Quality Improvement Plan.

LEARNER PERFORMANCE REPORT: The Standards and Curriculum Committee continues to closely monitor and scrutinise the Learner Performance position, with Protocols now agreed to support production of the reports.