



## **TEACHING & LEARNING COMMITTEE**

**FRIDAY 14 OCTOBER 2016**

**Report: Minutes of the meeting held on Wednesday 20 April 2016**  
**Author: Clerk**  
**Action: Approve**  
**Status: Open**

**Present:** David Mitchell (Chair)  
Nick Hurn  
Christine Jones  
Chris Toon

**In attendance:** John Gray  
Andrew Robson  
Zac Aldridge  
Helen Hepple  
Gillian Forrester  
Samantha Pritchard (Clerk)  
Suzanne Clark (Minutes)

### **T/77 Welcome / Apologies**

The Chair welcomed all to the meeting. Apologies were received from Judith Doyle and Mark Taylor.

There were no conflicts of interest to be declared at this stage. Members were reminded to declare any conflicts that arose during the meeting.

### **T/78 Minutes of the last meeting dated 20 January 2016**

The minutes of the meeting held on Wednesday 20 January 2016 were agreed as a correct record.

### **T/79 Matters Arising**

In relation to item T/69, the Chair asked whether a progress update will be given on progress of the Front Line Maintenance Programme at Nissan. The Assistant Principal – STEM confirmed that this is covered in the Apprenticeships report later in the meeting.

A member advised that they had recently attended the College's Prevent CPD training and found this really useful.

The Chair advised the Committee that the Quality Improvement Plan 2015-16 (QIP) was approved by the Board of Governors on 17 March 2016.

The Deputy Principal: Curriculum & Quality advised that the Principal will share a draft of the framework for alignment of Governors with the Board in the near future.

#### **T/80 Qualification Achievement Rates (QAR) 2014/15**

The report was presented by the Assistant Principal – Standards & Performance.

The Committee were advised that this data was not available during the self-assessment process but the data and report content matches closely the position reported upon and used. As expected there was a decline in the national rate for 16-18 year olds of 1.7% for FE providers. There are no significant changes for 19+ learners.

It was reported that College performance is above national rate for both 16-18 and 19+. The report presented contains detailed performance data by area and areas of risk will be reported on separately later in the meeting.

The Chair commented that College should be really pleased that rates are above national rate although there are areas where it is disappointing to see a small decline in performance. The data set presented is very comprehensive and it is good to see how the College has performed in comparison to others in the sector.

The Assistant Principal – STEM highlighted that there are elements of apprenticeship provision which the College has no control over, for example redundancies at companies for whom the College provides apprenticeship provision which have an impact on the College's overall position. There will be a focus on underperforming areas later in the meeting with reports for A / AS Level, Maths & English and Apprenticeship provision.

***The report was noted.***

#### **T/81 In-year Performance Report**

The report was presented by the Assistant Principal – Standards & Performance.

In presenting the report, focus was given to areas which are of greater risk and the Committee were advised of interventions in place to manage the risks identified.

A member asked how the College had predicted the forecasted achievement rates. The Assistant Principal – Standards & Performance advised that this is based on applying last year's pass rate to current retention figures. The Committee were advised that on some programmes in SSA1, the need to undertake a mandatory work-placement has been reviewed as there were previously issues in relation to safeguarding. There are now two strands, one strand requires a mandatory placement whilst the other does not. The Deputy Principal: Curriculum & Quality added that the majority of students do still undertake placement but this approach ensures the student's achievement is not limited by their suitability for placement. The Assistant Principal – Systems & Processes commented that on these programmes it is expected that there will be a much higher pass rate during the current year. The Chair asked for further information in relation to safeguarding issues which prevented placements taking place. The Assistant Principal – Systems & Processes assured the Committee that these were issues within the students personal lives which were not a major risk to the College or its reputation.

It was reported that whilst Travel and Tourism has improved significantly in recent years it has lost 6 learners during the current year which has a major impact on the data. Work is on-going to retain learners and ensure that curriculum is relevant and interesting. It was highlighted that a large numbers of learners in this area are from areas of deprivation.

A level performance will be reported on as a separate agenda item.

The Chair asked if there was a known reason for the number of starts being lower and was this down to local competition. Assistant Principal – Standards & Performance responded that it was likely to be related to local competition. CT advised that some provision is planned which will increase the number of starts in relation to 19+ learners.

A member asked how much improvement was needed for 19+ area 15.3 Business Management which is currently forecasted at 88.6%. The Deputy Principal: Curriculum & Quality explained the rationale for reporting and it was confirmed that national rate for this area is very high at 92.5% so significant improvement is needed to achieve this.

The Deputy Principal: Curriculum & Quality added that the trend shows improvement across 3 years and is very much above national rate for 19+ learners. A member asked whether the 16-18 national rate includes 6<sup>th</sup> form colleges. The Assistant Principal – Standards & Performance explained that National Rates are now available for 'FE Providers' and 'All Providers' to allow for comparison and benchmarking. The Committee were advised that College are continuing their rigorous performance monitoring process which is supported by the Principal.

A member commented that in some areas student numbers are low when compared to previous years. The Assistant Principal – Standards & Performance acknowledged this and highlighted that where numbers are already low, losing one student can have a significant impact on the data.

***The report was noted.***

**T/82 A / AS Level Performance Report (15/16 Year to Date)**

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION**

**T/83 English & Mathematics**

The report was presented by the Assistant Principal – Standards & Performance.

The Committee were greatly pleased that the College is above the national achievement rate for 16-18 provision in both basic skills maths and English and GCSE maths and English. The achievement rate for 19+ learners on basic skills maths and English programmes will be targeted during the current year. The Deputy Principal; Curriculum & Quality added that 14/15 was a very difficult year for maths and English delivery. The Committee were assured that it is a very different picture for the current year.

The Chair asked whether incentives are being offered to students to increase participation. The Assistant Principal – Standards & Performance advised that this has not been implemented this year. An analysis of the previous year did not show any significant impact. The delivery team are looking at incentivising students by other methods.

The Assistant Principal – Standards & Performance advised that figures reports in terms of the forecasted possible outturn pass rates for GCSE should be treated with caution as many of the learners are estimated to be on the grade C threshold. A member commented that regardless of the methodology, there should be a definite increase in achievement on the previous year based on this forecast.

The Deputy Principal; Curriculum & Quality added that he is concerned around the number of students sitting GCSE exams at the same time in the sports hall at the Academy for Sport and whether students will attend. A member asked if there are any strategies in place to address non-attendance. The Deputy Principal; Curriculum & Quality confirmed there were and that staff will be ready to take action. A member suggested an early warning system. The Assistant Principal – Standards & Performance advised that reminders will be given to students by Course Leaders and that staff are poised and ready to act if students do not attend.

The Chair asked whether there is any evidence that young people see achievement of maths and English as important. The Assistant Principal – Standards & Performance responded that it is currently a very mixed picture. The Deputy Principal; Curriculum & Quality commented that there is a lack of consistency. Some students do not realise that it is mandatory for them to do maths and English.

The Chair thanked the Assistant Principal – Standards & Performance for his diligence in gathering the data to include in his report.

***The report was noted.***

**T/84 In-year Apprenticeships Position**

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION**

**T/85 HE Oversight and Enhancement of Learning Opportunities (Higher Education)**

**THIS ITEM IS CONFIDENTIAL AND NOT FOR PUBLICATION**

**T/86 Qualification Reforms and Curriculum Changes**

The report was presented by the Deputy Principal: Curriculum & Quality.

It was highlighted that reforms to GCSE will include a new grading structure and will be implemented in 2017. Further information will be available on this closer to its introduction. Concerns around the new grading structure were discussed and the impact this may have on young people.

Trailblazers were also highlighted as a big change. Technical guidance is not yet available and there is a lot of uncertainty around responsibility. The Committee discussed potential clashes with apprenticeship delivery and the impact this may have on quality and standards.

***The report was noted.***

**T/87 Any Other Business**

There was none.

**T/88 Date of next meeting**

The date of the next meeting was confirmed as Wednesday 29 June 2016 at 4.30pm.