



ST HELENS COLLEGE CORPORATION

**MEETING OF THE STANDARDS AND CURRICULUM COMMITTEE HELD AT
9.00 am on TUESDAY 17 JANUARY 2017
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:

Mrs P Jarvis, Governor, Knowsley Community College (Observer)
Mrs C Lascelles, Director of Contracts and Data Analysis
Ms D Judge, Head of English and maths (for Minute Number 987 only)
Mrs C Jones, Clerk to the Corporation

The Chair, on behalf of the Standards and Curriculum Committee, welcomed Mrs P Jarvis, Governor and Chair of the Quality Committee at Knowsley Community College, as an observer at today's meeting.

Minute Number 987 was taken as the first agenda item with the details recorded within agenda order

981 DECLARATIONS OF INTEREST

There were no declarations of interest notified.

982 APOLOGIES FOR ABSENCE

There were no apologies for absence.

983 NOTIFICATION OF URGENT BUSINESS

There were no items of urgent business.

984 MINUTES OF THE PREVIOUS MEETING HELD ON 28 NOVEMBER 2016

The Minutes of the above meeting were **agreed** and signed as a correct record, subject to the following amendment:
Minute 972 p4 – Driving Apprenticeships' Performance Action Plan: The person assigned to this minute should read '**Victoria Roberts, Vice Principal**' and not 'Nick Gribben, Vice Principal'.

985 MATTERS ARISING

- a Minute 967 p1 – Minutes of the previous meeting
It was confirmed that the regular HoD/teacher individual student progress/scrutiny and review meetings in English and maths had been implemented
- b Minute 968b p2 – Matters arising - 14-16 Academy: progress report
The action plan to make the Academy a 'first-choice' destination for 14-16 year olds, including the additional promotion of the Academy, remains work in progress.
ACTION: Mr N Gribben, Vice Principal – previously identified action
- c Minute 968d p2 – Matters arising - Higher Education Report
The progress of the closing of the partnership with Sheffield Hallam University was reported, which includes moving the course to another partner university.
- d Minute 968f p2 – Matters arising - Performance Dashboard – review of targets
The review of targets for value added following the new measures will be reflected in the revised dashboard.
- e Minute 970 p3 – Teaching, Learning and Assessment: progress report
The T,L and A Manager has been briefed on the actions agreed at the last meeting.
- f Minute 971 p4 – English and maths action plan
The revised English and maths action plan will be presented to the Committee as a separate agenda item at today's meeting.
- g Minute 972 p4 – Driving apprenticeships' performance action plan
The updated Driving Apprenticeships' performance action plan will be presented at the next meeting.
- h Minute 973 p4/5 – Learner Performance Report
The actions identified at the previous meeting relating to this item will be included in the presentation of the Learner Performance Report at today's meeting.
- i Minute 974 p5 – Performance Dashboard
The review of the targets relating to the Diploma Level 4 for 19+ to include a target relating to the 14-16 Academy performance will be addressed as part of the review of the Dashboard.
Collette Lascelles – previously identified action
- j Minute 975 p5/6 – Self-Assessment report (FE) Draft
The SAR had been approved by the Corporation at the meeting held on 12 December 2016, subject to some minor amendments, with a slightly revised version to be presented to the Committee as a separate agenda item at today's meeting.

k Minute 976.1 p6 – Higher Education: Self-Assessment Document
The Higher Education self-evaluation document had been amended, as agreed by the Committee at the last meeting.

l Minute 976.2 p6 – Higher Education: Governance return
It was confirmed that the Governance quality assessment return had been submitted to HEFCE which confirmed that the College had satisfied the quality assurance arrangements required in respect of safeguarding the students' experience.

986 AREA REVIEW/MERGER: PROGRESS REPORT

The Principal reported that the Area Review process had now been completed with the report now published. The Devolution process has slowed down nationally and are likely to be at least 1 year behind schedule, with work continuing with the Combined Authority to support implementation of the LCR plan.

987 ENGLISH AND MATHS ACTION PLAN

Ms D Judge, the new Head of English and maths, was introduced to Governors and welcomed to her first meeting of the Committee.

The following summary was provided relating to the current position with English and maths GCSE re-sits which included 91 maths and 50 English students:

Maths: Out of the 29 maths students that achieved a grade C, 19 were 16-18 year old learners. There are currently 707 16-18 year olds enrolled on GCSE maths and as such current high grade achievement is 2.7% compared with 4.2% for summer 2016 results. Overall for maths, (at all age levels) current high grade achievement is 3.5% compared to a year end figure of 9.7% in summer 2016. There are currently 11 grade D students and the College is requesting remarks for those who are within 4 marks of a grade C.

English: Out of the 13 English students that achieved a grade C, 6 were 16-18 year olds. There are currently have 650 16-18 year olds enrolled on GCSE English and as such current high grade performance is 0.9% compared with 11.5% for summer 2016. Due to carrying over of controlled assessment marks, far less students could be entered for this exam. However, next year as controlled assessment has been removed the College would look for an equal amount to be in both English and maths.

Overall for English, (at all age levels) current high grade achievement is 1.7% compared to a year end figure of 17.6% in summer 2016.

There are currently 7 grade D students we are requesting remarks for who are within 4 marks of a grade C.

Following a question from the Committee about the numbers of students who had evidenced any improvement, it was confirmed that a detailed report exists for 2015/16 and the students had to have a grade D in order to enter the re-sit examination. The Principal confirmed that evidence of progress over time continues to be carefully monitored. The Committee asked to see progress reports thorough the year.

It was welcomed by Governors that the former English and maths action plan had been revised to focus on 5 key strategic actions, supported by a more detailed plan to drive the implementation to each action. It was agreed that the focus should be on demonstrating progress for each student and that the Head of Department should meet with each teacher to discuss each student at very regular intervals eg. every 6 weeks. The Committee requested that SMART targets be included in the plan, along with clear impact statements, and also that a chart be included to show the re-sit achievements.

The areas of poor performance were particularly highlighted, and ways of making the subjects more engaging and enjoyable for students needs to be incorporated into the plan.

The updated English and maths action plan was accepted by the Standards and Curriculum Committee, with the identified amendments to be undertaken for the next meeting.

ACTION: Head of English and maths to review the English and maths action plan as agreed by the Committee

The Governors welcomed the positive approach being applied from the new Head of English and Maths.

988 LEARNER PERFORMANCE REPORT

The Director of CDA presented the latest Learner Performance Report, with Governors welcoming the revised more comprehensive format of the report.

The Committee asked about the graph presented on p1 (2.1.A) and it was confirmed that this graph reflected 16-18 retention (not attendance). It was acknowledged that English and maths at this time of year lifts retention, but once student withdrawals begin to take place, this may impact and cause a retention dip.

The Committee asked how the College was going to improve 16-18 retention going forward? The Principal reminded Governors of the College's two-year programme strategy with the 'nesting' used by many colleges being a key OFSTED focus at the moment across the country. A lot of curriculum development has taken place to ensure that retention continues to improve holistically; this includes an employment route and an academic route for all young people in preparation for the new reforms. Retention excluding English and maths and BTEC Extended Diplomas can be included for Governors for information, but this cannot stem the need to improve.

It was noted that the OFSTED Annual Report has now been published and was promoted to the Committee.

With regard to 19+, the Committee agreed that a comment about certificates should be included, as this had the second biggest impact.

Following a request from the Resources Committee to undertake a further analysis of apprenticeship withdrawals based on future and planned end dates/years, it was confirmed that there were not any more historical withdrawals that would impact on achievement rates. The differential between this year and last year's figures at this time of year were discussed, and it was confirmed that this is dependent on a small number of learners that can make a big impact for a particular month.

The Engineering cohort was particularly discussed, which is supported by the longest apprenticeship framework.

Governors acknowledged the current apprenticeship withdrawal position but asked whether there was any other correlation that could be identified between the reasons for withdrawals and trends in market forces.

The Learner Performance Report was accepted by the Standards and Curriculum Committee.

ACTIONS: Colette Lascelles to include a comment in the 19+ section of the LP report about certificates, as this had the second biggest impact; Principal to undertake an analysis of apprenticeship withdrawals and trends in market forces

989 POTENTIAL IMPACT OF CURRICULUM AND GOVERNMENT CHANGES ON PERFORMANCE

As requested by the Resources Committee, the Vice Principal presented a revised report which detailed the potential impact of curriculum and government changes on performance. The revised report now included the graphical format as requested by the Resources Committee.

The Committee discussed the College's examination entry policy and questioned whether the decisions for some students to undertake re-sit examinations was the correct approach. It was confirmed that all decisions must be based on the needs of students.

A tabled report was accepted which showed an analysis of the Extended Diplomas (Level 3). A further analysis of the data, to include the impact of a not 'nesting' the provision, was requested by the Committee.

ACTION: Nick Gribben, Vice Principal, to undertake an analysis of the L3 Extended Diploma provision

990 REVISED SELF-ASSESSMENT REPORT (FE)

The Principal presented a slightly revised Self-Assessment report for FE which was accepted by the Committee.

The Principal outlined some further amendments to the report, which included a number of additional improvement strategies that were being applied by the College, all of which were accepted by the Committee as an addition to Section 3 of the SAR.

The revised SAR was approved by the Standards and Curriculum Committee.

991 OFSTED: FEEDBACK FROM MEETING ATTENDED 6 JANUARY 2017

The Vice Principal provided feedback from an OFSTED meeting that he had recently attended outlining the key emerging issues which were duly noted by Governors. Assurances were given that all of the emerging issues were being actively addressed by the College. 'Impact' and 'Progress' were key issues identified by OFSTED, with a College-wide awareness being rolled-out through the College.

A lot of preparation work is underway for inspection, including 1300 students recently attending performances linked to the 'Prevent' agenda, supported by a staying safe on-line system taking place next week as part of E-Safety Day. The Committee asked that the Student Council be asked to assist with the Prevent awareness.

ACTION: Principal to oversee that 'Prevent' be promoted at the next Student Council meeting

992 CHANGES IN LEAGUE TABLES

The Vice Principal delivered a presentation which summarised the changes in league tables, which was noted by the Standards and Curriculum Committee. Governors expressed concern about the timeframes involved in publishing of the results. The presentation will be shared with the Committee.

ACTION: Nick Gribben, Vice Principal to share the presentation with the Committee

993 URGENT BUSINESS (AS NOTIFIED UNDER MINUTE NUMBER 983 ABOVE)

There were no items of urgent business notified.

994 DATE AND TIME OF NEXT MEETING: 9.00 am on Monday 20 February 2017.

KEY OUTCOMES:

ENGLISH AND MATHS: The Standards and Curriculum Committee continue to closely monitor the progress of English and Maths, and welcomed the revised action plan format, which focused primarily on 5 key strategic actions. SMART targets and impact statements have been requested for future reports.

LEARNER PERFORMANCE REPORT: The Standards and Curriculum Committee continue to closely monitor the learner performance position at each meeting. The exercise to review the impact of any changes to the curriculum portfolio was also reviewed by the Committee.

SELF-ASSESSMENT REPORT FE: The Standards and Curriculum Committee approved some further amendments to the SAR for FE.

OFSTED: FEEDBACK FROM MEETING ATTENDED 6 JANUARY 2017: The Standards and Curriculum Committee received feedback from an OFSTED meeting outlining the key emerging issues which were duly noted by Governors. Assurances were given that all of the emerging issues were being actively addressed by the College.

CHANGES IN LEAGUE TABLES: The Standards and Curriculum Committee received a presentation which summarised the changes in league tables.