

<b>Group :</b>	QUALITY, STANDARDS AND CURRICULUM COMMITTEE	<b>Date:</b>	10/10/2011
<b>Location:</b>	CONFERENCE ROOM, SSFC	<b>Time:</b>	6.00 PM
<b>Attendees:</b>	Vice Principal Simon Tilmouth – Curriculum Leader Clerk to the Corporation	<b>Apologies:</b>	Steve Cunningham
<b>Membership:</b>	Karen Burgoyne, Steve Cunningham, Tim Jones, Simon Keeble, Geoff Parry, James Wallace and Martin Ward (Principal)		

### **Election of Chair**

1. Resolved:

That Geoff Parry be elected Chair of the Committee for the 2011/12 academic year.

GEOFF PARRY – IN THE CHAIR

2. **Declarations of Interest**

There were no declarations of interest

3. **Welcome to New Member**

The Chair welcomed James Wallace who had been appointed to the Committee at the September 2011 Board meeting.

### **Minutes**

4. Resolved:

That the minutes of the meeting of the Quality, Standards and Curriculum Committee held on 16 May 2011 be approved as a correct record.

5. **Matters Arising**

There were no matters arising

### **Terms of Reference (Appendix 1/11)**

The Clerk to the Corporation submitted the terms of reference for this Committee for review.

6. Resolved:

That, subject to the following amendments, the terms of reference for this Committee be referred to Board for approval:

- (i) Change any reference to College Management Team to Senior Leadership Team
- (ii) Include additional term of reference:

1.4 To review outcomes in terms of different groups of students and staff and to maintain the Equality and Diversity Plan.

- (iii) Include reference to the Equality Act 2010 in paragraph 9.5.

## **Work Plan for the Quality, Standards and Curriculum Committee 2011/12 (Appendix 2/11)**

### 7. Resolved:

That the Work Plan for 2011/12 be noted and approved.

### 8. **Student Achievement and Value-Added (Appendix 2/11)**

The Vice-Principal submitted a report summarising student achievement and value added for the 2010/11 academic year.

She advised that there had been a slight reduction in higher grades but that value added, as measured by ALIS was outstanding and excellent for A2 and AS respectively and sound and excellent as measured by ALPS. With the exception of one GCSE subject, all results exceeded the benchmarks for Sixth Form Colleges.

The Vice-Principal stated that as a result of action taken in particular subject areas of concern in 2010, these areas had now produced excellent results in 2011.

A Governor asked if there was a particular reason for a reduction in the higher grades. The Vice-Principal advised that was a number of reasons including coursework moderation, and the criteria for subjects being changed and strictly applied, eg. word limits. Some of the student groups had also proved to be particularly challenging. In relation to A\*s, the Principal commented that there appeared to be some subjects where A\* was particularly difficult to achieve and this needed to be addressed.

A member commented on the lower grades achieved for General Studies and it was acknowledged that students did not place as much importance on this subject although some universities did take it into account when looking at admissions.

It was noted that the achievement gap between males and females had not narrowed significantly.

The Principal advised that further work would be carried out with students from partner schools in the north to try to improve the value added.

### 9. Resolved:

That the results analysis be noted.

## **Enrolment 2011** (Appendix 3/11)

The Vice-Principal submitted a report detailing the enrolment for 2011/12. It was anticipated that the learner number target would be exceeded. Recruitment from partner schools was as expected, with the exception of one in the north where 33 had applied but only 14 attended the College.

The Principal advised that he had visited the partner school concerned and that action was being taken for the Admissions Officer to visit tutor groups and take in the College Prospectus to try to encourage interest. It was also intended to set up summer term taster days for the school and form more links through various activities.

The Vice-Principal commented that because of falling demographics, a smaller year 11 group was anticipated in 2012 but this would be offset by having a larger Year 12.

10 Resolved:

That the information on enrolment 2011 be noted.

## **2010/11 Summary of Student Perception of College Questionnaire** (Appendix 4/11)

The Principal submitted a report on the outcome of the Student Questionnaire. Overall the outcomes were generally positive but he highlighted the need to improve the ability to listen to and act on student views. It was noted that the response from students this year was considerably higher and had been completed on paper rather than on-line.

11. Resolved:

That the report, which would be reflected in the Self-assessment report and Quality Improvement Plan (Action plan), be noted.

## **Curriculum Update** (Appendix 5/11)

The Vice-Principal submitted a report on the 2011/12 curriculum delivery.

12. Resolved:

That the following additions/withdrawals to the 2011/12 curriculum be noted:

### **Additions -**

Intermediate Level -- GCSE in Travel and Leisure

Advanced level – A2 photography (following on from AS last year)

### **Withdrawn-**

Intermediate Level: GCSE Photography: AS Accounting

Advanced Level: Advanced diplomas in Business Administration and Finance; Health Society and Development

## **Research in Gender Based Teaching and Learning Preferences (Appendix 6/11)**

The Curriculum Leader (Teaching and Learning), submitted a report on research carried out to look at what could be done to address the gap between success rates for girls and boys in science.

The research showed that boys had a preference for a reductionist approach compared to girls and for directed and differentiated questioning. It was particularly noticeable that boys responded positively to a clearly defined disciplinary framework.

### 13. Resolved:

That the research on gender based teaching and learning preferences and the following actions to be taken and monitored, be noted;

- the findings to be disseminated to teaching staff via the core continuing professional development (CPD) programme
- Further CPD sessions on developing classroom control, maintaining pace etc.
- Discussion of subject support with subject area heads
- Consideration of expansion of student subject mentors across college
- Continuing to develop a whole college ethos of high standards, a strong learning culture, a sense of community within a clearly defined disciplinary framework

## **Summary of Governor Self-Assessment (Appendix 7/11)**

The Vice-Principal submitted a summary of the Governor self-assessment questionnaire. She highlighted those areas in which governors were most unsure and referred to the appendix to the report which detailed the process used for carrying out the individual review of the Principal.

### 14. Resolved:

That the information be noted and that the Clerk to the Corporation circulate Appendix 1, Process for Individual Review/Performance and Targets of Principal, to all Governors.

## **Governor Links (Appendix 8/11)**

The Clerk to the Corporation submitted a report giving an update on Governor Links. She advised that, following the re-structure, links had been re-adjusted to reflect subject areas and all links had been filled. Three Governors affected by the changes had been consulted and agreed to their new links. Governors with links had been requested to set up meetings and submit outcomes to the Clerk during the term. The Clerk to the Corporation also advised that, following the success of the Governors Tea in March 2011, the event would be repeated in 2011.

### 14. Resolved:

That the update on Governor Links be noted.

## Complaints/Compliments

The Principal reported that one appeal had been heard from a student against the College decision not to enrol her for Year 12. based on her failure to comply with three contracts following verbal and written warnings and on poor results. The Appeals Committee had upheld the decision.

The Principal also advised that he had received a complaint from a parent about a tutor following the transition evening. An apology had been sent to the parent concerned and the situation resolved.

16. Resolved:

That the oral report of the Principal on complaints be noted.

17. **Risk**

There were no new issues of risk arising from the meeting

18. **Date of Next Meeting** – 5 December 2011 at 6.00 pm