

THE COLLEGE OF RICHARD COLLYER
MINUTES OF THE MEETING OF THE
QUALITY & CURRICULUM COMMITTEE
HELD ON Monday 20 March 2023 at 16.30

Present: Mr Steve Allen, Mr Joe Bensusan, Miss Rach Hughes, Mr Dan Lodge (Principal), Dr Grant Powell, Mrs Clare Ruaux, Mrs Helen Smith, Mrs Beverley Valley (via Zoom)

In attendance: Members of SMT – Mr Rob Hussey (VP Curriculum), Ms Andrea John (VP Pastoral)

Ms Rebecca Adams (Director of Progression) Item 6c only

Mrs Russha Sellings (Clerk)

Chair: Dr Grant Powell

1. Chair's Introductions and Apologies for Absence

The Chair welcomed everyone to the meeting which opened as scheduled. There were no apologies. Mrs Valley joined the meeting by Zoom. The Chair said the focus of the meeting would be on items 5-7. One policy was presented as a consent item and would remain so unless any member wished to comment.

2. Declarations of Interest

None declared with respect of the items on the agenda.

3. Minutes of the meeting held on 21 November 2022

The minutes of the previous meeting were approved without amendment.

4. Matters Arising

GB actions Item 10: – Retention data – the Chair advised this had been actioned and would be covered in more detail under the next agenda item where members could inspect the data.

5. Strategy Developments

Papers: Education KPIs, EDI report, College QIP sections 1&2, Accountability Statement

a) KPIs (Education)

The VP (Curriculum) provided some top line commentary to the Spring KPIs. There was strong academic performance with A-Levels 8-10% above national average. He queried with the Committee if it would be helpful to split out vocational data between single, double and triple qualifications with scores currently aggregated while the national averages varied. A member asked if the reason was related to the more challenging BTECs, however the VP (Curriculum) clarified that the national averages were already based on the reformed qualifications, and it appeared the single BTECs results struggled comparatively. Members felt it would be more beneficial instead to scrutinise data by subject. The Principal suggested that the KPIs were a top level view; where a deep dive was required this could be provided in an exceptions report. In reference to table 2, members agreed this provided sufficient detail by subject. Members were also informed that focus on raw results would be the most useful, following recent years where TAGs had made Value-Added and ALPs data more difficult to draw conclusions from. Members were directed to page 3 of the report to data for stuck subjects and also referenced an additional data set tabled at the meeting showing outcomes at 2019 and 2022; for some subjects in this comparison the outcome was more promising when benchmarked against national average. Members commented on the possibility of cross checking the strategies used by higher performing subjects; the VP (Curriculum) thought it was possible to use the SAR-QIPs for this purpose.

The newly released GSCE results were also circulated at the meeting following the November re-sits and the VP (Curriculum) was delighted to announce they were substantially over national average.

The VP (Pastoral) spoke to the attendance KPIs presented in a revised format and data which also excluded attendance at registered pro-study and enrichment for comparison. Overall, attendance was up on 2021-22 levels and compared favorably with S7 colleges. One notable impact was train strikes with a significant proportion of students coming from out of area. Members asked how attendance was tracked and monitored and it was confirmed that weekly email communications were sent to parents and if required interventions at the Progress Review (PR) stages.

Members referred to the enhanced data on retention following the robust discussion at the last Governing Body meeting, however it was important to be mindful when drawing inferences from a small data set. There was an improving picture for 1A students, although the disruption post-pandemic was still evident in 2A. The VP (Pastoral) admitted that it would be challenging to provide anything over and above the level of support already on offer to students. The sharpest drop-off had been at PR1 for transition students, possibly due to the impact of travel. One member challenged whether the level of investment in attracting students from out of area was worthwhile given this. The Principal thought there were likely more covert impacts such as the cost of living crisis. Members observed that retention remained mid table for S7 colleges. The VP (Pastoral) believed there was a range of factors, however, took an action to explore travel time in more depth and in addition examine whether diversity had any impact. *(Action: VP Pastoral)*

The Student Governors were asked for their views. Both agreed mental health and exam pressure contributed, in particular for 2A students who had not sat exams in secondary school. Mr Bensusan suggested that destinations were perhaps more important, e.g. if a student had left as they had been offered a full time career opportunity, this was a factor outside of the College's control.

b) EDI (annual report 2021-22)

The report had developed over time to a more streamlined format. The Chair advised EDI Officer, Emma Hawkins, was not available to give updates and the VP (Pastoral) would take questions. Members asked whether the level of remuneration allowed the EDI Officer a fair amount of time to fully cover the needs of the role. The VP (Pastoral) acknowledged that the budget was stretched as far as possible and the need was great, however the purpose of the role was oversight of the programme as opposed to operational management (for example of events which was often time consuming). Members referred to the staff data and retention of staff in the upper age brackets, however this was not thought to be an issue as the College was well staffed in these age groups.

c) College QIP 2023-24 update

The VP (Curriculum) said the amber RAG rating reflected the mid-year point and all was on track and major themes of assessment and feedback and skills were progressing well. Two particular aspects were marked for development – transition taking into account stakeholder feedback and a review of L3 entry requirements.

The VP (Pastoral) spoke of the evidence required in section 2 and reassured members of the level of activity at directorate level. The Mental Health & Wellbeing Action Group was highlighted under 2.2 and Mr Allen was invited to comment on his involvement; he reported that the first meeting had not yet taken place, however he was pleased to be part of what was an important forum. The VP (Pastoral) continued that the Parent Platform had now been fully developed to equip parents and carers with a range of tools and resources. The main area for development was the review of behaviour and related action plans which would be ready by the early Autumn term. One aspect of this was addressing the ongoing concerns and issues with students' vaping.

d) Skills reforms Accountability Agreement/Statement

Members noted that the terminology switched between agreement and statement and should be consistent. The Principal introduced the new document which had been drafted in response to the Skills reforms and was a requirement for the next academic year's funding. DfE published

examples had been used as a guide to structuring the document. Members were aware from the Learning Walk discussions the relevance of the agenda and the curriculum provision. Questions were invited. The document was positively received and the Chair suggested it could be a helpful document for new Governors to read. One minor amend was noted for correction prior to presentation to the Governing Body.

Recommendation: The Governing Body approve the College Accountability Statement.

6. Student Progression

Papers: EQR (Criminology), Progression top sheet, spring review and Compass benchmark data

a) EQR: Criminology

The VP (Curriculum) spoke of the move towards a subject based EQR methodology. An Ofsted style report was requested to enhance the process of feedback in terms of quality of education. There was a range of encouraging observations around teaching and learning, student behaviour and SAR and QIP development. Members were especially encouraged staff expertise with one being a magistrate. There was also the opportunity for improvements to support the development of this new subject area. No further comments were raised.

b) Student Progression Report

The VP (Pastoral) presented a revised report through the lens of the SAR-QIP and with additional data from UCAS and the Compass Evaluation provided to the Committee for the first time. The Compass evaluation was helpful to assess progress to Gatsby benchmarks and the comparator was positive with 100% recorded in 4 of the areas. Members noted the previous score in 3 areas had lowered which was attributed to the more rigorous assessment undertaken by the current Director of Progression.

[17.30 Ms Adams joined the meeting]

c) [Collyer's Careers Programme](#) (see also DfE [new statutory guidance](#))

Ms Adams explained to members the programme was developed following focus groups to gain stakeholder feedback from students, staff, local employers and a local careers hub advisor. Ms Adams had also discussed the programme with SMT and careers link Governor, Mr Banister. The programme was presented by key areas in bitesize format. This now fully met the Gatsby benchmark 1-5 benchmarks need to be reached for gold level. The Chair referred to the Student Governors for their feedback. They both felt it was accessible and clearly presented. The Oxbridge application experience had been very well planned. A member suggested harnessing links through the relationship with the OCA, especially more recent alumni which could be helpful in particular to H.E progression. The Principal mentioned the recently appointed Marketing Alumni & Development Officer and the possibilities with 400 plus members joining a year.

Recommendation: The Governing Body approve the Careers programme as published.

[17.45 Ms Adams was thanked for the developing a strong programme and left the meeting]

7. Safeguarding termly update

The VP (Pastoral) presented slides at the meeting showing incidents by type and month. Due to the ongoing tracking it would be possible for meaningful trends to be available to Governors in the next academic year. Mental health levels (where there was a risk) was still concerning, although cases of suicidal ideation had dropped slightly at the end of the Autumn term, which it was hoped was the result of various strategies starting to take effect. PRs could sometimes exacerbate mental health issues. Members were assured at least by the rigorous monitoring and tracking. The VP (Pastoral) further explained the Safeguarding team assess risks at their meetings by priority of high, medium and low. The team were now fully staffed following recent appointments and the links with external services were very strong.

Incidents of risk related to student behaviour and/or crime had more than doubled. Members asked whether they needed to be concerned about radicalisation with 3 incidents reported where previously

there had been none. It was explained that these were all low level and had not reached the level for referral.

Safeguarding updates to the Governing Body to be discussed further with the Chair and VP (Pastoral).
(Action: Chair/ VP Pastoral)

8. Policies

Paper: E&D Policy, RCU Constitution, Obtaining the views of stakeholders

- a) Equality & Diversity Policy
There were no comments on the policy.
- b) RCU Constitution
There were no comments on the revised constitution.
- c) *Obtaining the views of stakeholders
Noted as a consent item. There were no comments.

Recommendation: The Governing Body approve the policies as consent items.

9. AOB

Nothing to record.

10. Meeting Assessment

Chairing of the meeting was efficient and the meeting conducted in good time. Members commented on the quality of the meeting pack. Should members wish to inspect and discuss KPI data in more detail, time could be allocated to SMT members outside of the meeting.

11. Date of the Next Meeting:

The Committee would meet again on Monday 26 June 2023, 16.30.

The meeting closed at 17.58

Chair.....

Date

RRS 21-03-23