

THE COLLEGE OF RICHARD COLLYER
MINUTES OF THE MEETING OF THE
QUALITY & CURRICULUM COMMITTEE
HELD ON Tuesday 11 March 2025 at 16.30

Present: Steve Allen, Ann Donoghue, Dan Lodge (Principal), Dan Griffin, Helen Smith, Bev Valley

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

Russha Sellings (Director of Governance/GD)

Chair: Helen Smith

1. Chair's Introductions and Apologies for Absence

Members were notified and accepted that the meeting would be transcribed through Teams for the purposes of drafting minutes.

The Chair opened the meeting. Apologies were received and accepted from Staff Governor Will Power and Student Governor Roisin Buckley. Lauren Smith wasn't present at the meeting.

It was noted that this would be the Student Governors' last committee meeting as their office terms were due to end in May. Will Power's term was due to come to an end later this month. The Chair thanked them for their contributions.

2. Declarations of Interest

None declared with respect of items on the agenda.

3. Minutes of the meeting held on 27 November 2024

The minutes of the previous meeting were approved without amendment.

4. Matters Arising

No matters were raised at this point that were not already covered off on the agenda.

5. Quality Assurance

Papers: Education KPIs, College QIP 2024-25 update, DfE performance data, Quality Reviews: EQR (Sport BTEC), IQR (Music)

a) Ofsted Update

There was an update on the recent inspection process. There were many positives and the VP (Curriculum) praised the team effort. In particular, students' behaviour was exceptional throughout and they engaged well with the inspectors. Governors were also noted for their skills and contributions. A new framework was expected and due to academy conversion, it was unclear what the timings in future would be. In response to a question about the communications plan, the College were awaiting the draft report and currently the outcome was restricted. It was likely to be confirmed by Easter where there may be a press release following an update in the Principal's termly newsletter at the start of the new term.

The Chair wished to thank all the staff and students for their efforts in preparation and during the inspection.

b) KPIs (Education)

The VP (Curriculum) spoke to the KPIs. High grades were slightly down on the previous year, however it was hoped that accuracy would improve as the year progressed and more evidence was available. It was considered important to ensure students who needed additional support

were identified during the assessments. In terms of students with an EHCP, only two students were more than one grade away from their target, indicating the adequacy of interventions.

There was a question in advance put to the Chair and subsequently raised at the meeting regarding subjects that were identified for improvement where currently below national average. The VP (Curriculum) referred to the enhanced suite of approaches designed to tackle underperformance with short term realistic goals. Only a few subjects remained at Alps grade 5 and the relevant Heads of Subjects were responding well to targeted action plans. The VP (Curriculum) drew members' attention to L3 Value Added data, the first publication since the pandemic. Alps Connect also provided added assurance.

The VP (Pastoral) reported on improving attendance trends, with overall college attendance including Enrichment and Pro-Study at 92%. Attendance of High Needs learners was strong. Significant gains in improving persistent absence had been made through rigorous monitoring. Retention rates were discussed, particularly for foundation learners, and the interventions to address persistent absence and ensure learners were on the appropriate course.

c) DfE Performance Data (L3VA)

As reported earlier in the meeting, the data recently published online revealed the College as the top A-Level provider in the county for students completing 3 A-Levels by points achieved. By Value Added Collyer's were second in county and higher compared to the independent education sector. Further development was required for vocational in reference the targets in the QIP, however Value Add was still strong.

d) College QIP 2024-25 update

The QIP was revisited. The VP (Curriculum) highlighted FCM students and progress at the mid-year point in comparison to previous PR2 where students progress was behind other SFCs nationally a significant improvement was observed with positive Value Add. It was a small cohort of students would continue to be individually tracked to close the gap with their peers.

In the context of the recent inspection, the VP (Pastoral) said the College received positive feedback on the SAR-QIP and the QA process. It was also pleasing to note the engagement of students in the new self-reflection tool for students on MyProgress. PR Plans are completed by students following progress reviews to encourage greater engagement with feedback and target setting. Circa 90% of students have completed their PR Plan across PR1 & PR2.

e) Quality reviews:

i) EQR (Sport BTEC)

The review was noted positively with areas considered for action. There was some debate about revisiting the course specification with a challenge on the suitability of assessment practices for the cohort. The VP (Curriculum) responded that efforts were best placed to address areas of underperformance and revisit the curriculum intent once the L3 reforms were fully implemented.

There was a question about how sharing good practice might occur where strengths were highlighted in a particular review. The reviews were considered by the Education Committee with a collaborative approach at INSET days.

ii) IQR (Music)

Members heard there was an action plan in place.

Following a question, it was confirmed other recently completed and upcoming reviews targeting specific subjects would be presented at the next meeting.

6. Strategy Development

Paper: Adult Education Proposal (Part II), EDI annual report 2023-24

Part II minute: Criterion b): Information considered to be commercially sensitive

a) Adult Education Proposal (Part II)

The VP (Curriculum) explained the rationale for the proposal to reduce the offer to recreational courses. In summary it was not possible to create the same quality of provision as it was for daytime and the data showed the achievement rates were well below national average (70% v 87%). A modified QA process was in place, however the challenges still remained. The F&GP Committee were already aware of the financial implications in continuing to provide the provision against a complex funding landscape. The risk in terms of inspection had yet again been high despite proportionally being a very small part of the overall offer.

There were several questions, one being whether it might be possible to outsource the teaching to resolve the issues in recruitment of suitable tutors. However, it was thought that there were strict regulations around sub-contracting following reclassification. Members wished to understand what alternatives were available given the LA had also withdrawn their local offer due to costs. Collaboration with a local FE college would be considered.

Following a question about whether it might be better to close Adult Education all together, SMT were still keen to ensure the community benefit remained and there was no risk in providing self-funded courses.

The proposal was also on the agenda for the F&GP Committee, whose meeting was delayed due to the inspection. It would be clarified whether a decision would need to be endorsed to the Governing Body. **(Action: GD)**

b) EDI annual report 2023-24

The VP (Pastoral) highlighted that the report was retrospective, and that the EDI Officer had set targets for the current year. It was noted that student diversity in terms of ethnicity had increased, likely due to increasing out of area students.

b) Update on L3 reforms

The VP (Curriculum) informed members that there had not been much movement since the announcement in December. AAQs were being introduced where the course specification was comparable to a defunded course.

7. Student Progression

Paper: Student Progression SAR/QIP

Following a question from a member in advance concerning the proportion of students with progression destination unknown, an additional chart was tabled at the meeting showing destination intentions. It was confirmed only 4% of students had not responded to the destination intention survey resulting in a clear picture of the intentions of most students and the data in the Progression SAR shows actual destinations for 2024. The VP (Pastoral) explained that where students progressed to university, destination data was provided by UCAS directly. The remainder of students are contacted post-results to gather information about destinations. The VP (Pastoral) agreed that the response rate to this process is low (circa 25%) but explained that even where external companies are engaged to follow-up on student destinations, the expected return rate is similar. There were still limited opportunities for students to take up apprenticeships by comparison with the number of students who express interest in pursuing an apprenticeship. The VP (Pastoral) explained that in many cases there is a time lapse between a student completing their course at Collyer's and starting an apprenticeship or employment.

Spring Data Update for the Progression Directorate to be circulated after the meeting. **(Action: VP (Pastoral))**

8. Accountability Statement

i) Updated statutory guidance

The updated statutory guidance was noted with the same deadline of 30 June as the previous year.

ii) Action plan progress

The action plan annual review would focus on progression of targets in the QIP to be presented at the next meeting. Due to the timings, it would be necessary to seek a written resolution from the Governing Body.

9. Safeguarding termly report

Paper: Safeguarding termly report

The VP (Pastoral) referred to the compliance checks in the report and the recent inspection process. Thanks were noted to the HR team for close management of the SCR.

It was noted the number of MASH referrals had significantly declined which upon investigation was due to awaiting referrals following the original referral. Members were disappointed to hear this was the case.

10. Policies for review

Paper: Student Code of Conduct

The VP (Pastoral) explained most of the proposed changes were clarifications following a full redesign the previous year. Some of the changes reflected current good practice and were included to set expectations with the incoming cohort. There was a discussion on the use of noise cancelling headphones in lessons and students with SEND and this was therefore a teacher led decision unless a student had prior consent. It was agreed to amend the wording to make this clearer. **(Action: VP (Pastoral))**

Recommendation: The Governing Body approve the Student Code of Conduct (once amended).

11. AOB

Nothing to report.

12. Meeting Assessment

It was noted that the meeting pack was long due to the inclusion of the full version of the SAR-QIP. Members noted cover sheets would have been helpful specifically with regards to data.

Thanks were recorded to Student Governor Dan Griffin for his input.

13. Date of the Next Meeting:

The Committee would meet again in the summer term on Tuesday 10 June 2025, 16.30 (corrected from the agenda).

The meeting closed at 18.13

Chair.....

Date

RRS 23-03-24