

Quality & Standards Committee

Minutes of the meeting held on Wednesday 16 November 2016

Present: David Cooper, Chris Gurevitch, Diana Hoskins, Pat Mould, Diana Palmer,
Jon Richardson

In attendance: Karen Ashman (Assistant Principal), Alan Foster, Colin Peaks (Vice
Principal), Ben Wallis (Assistant Principal)

16. Apologies for absence

Resolved: Donna Fitzgerald on leave of absence for this meeting (maternity)

17. Declarations of interest

Resolved: There were no declarations of interest.

18. Minutes of the previous meeting: 5 October 2016

It was agreed that Minute 18 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

19. Draft 1 Self-Assessment Report and targets for 2015/16

It was agreed that Minute 19 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

20. Student destinations and IAG annual report

It was agreed that Minute 20 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

21. Student support update

It was agreed that Minute 21 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

22. Complaints/student disciplinary annual report

It was agreed that Minute 22 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

23. Performance management update 2015/16

It was agreed that Minute 23 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

24. Lesson observations framework

It was agreed that Minute 24 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

25. Review of curriculum/student support policies

BW presented the following policies and outlined the updates:

- a) Policy for Students with Additional Needs
- b) SEND: Local Offer

Governors approved the policies.

Governors asked how many students with 'special needs' we have in college and how this compares locally. Ben Wallis said that there are 12 students on an educational health plan, and one student who is high needs.

Recommended: The policies listed above were approved.

26. Governor scrutiny

It was agreed that Minute 26 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year **(SEE SECTION B)**.

27. Any other business

1.1 Student Voice

Governors noted that the improvement in quality of Student Voice activities in college was evident and would like to thank Steve Allison, who has driven this.

Resolved: Governors agreed that the Vice Chair of the Corporation will meet with Steve Allison when he's next in college.

28. Date of next meeting

Resolved: The next meeting of the Quality & Standards Committee will take place on 8 February 2017.

29. Confidential items and reports

It was agreed that minutes 18, 19, 20, 21, 22, 23, 24 and 26 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

30. Learner impact

The Committee scrutinised and provided appropriate challenge in the following areas, all of which helped to improve student performance and achievement:

- Ensuring student outcomes that are positive and enable progression through effective curriculum management and support.
- Ensuring a framework that quality assures teaching, learning and assessment and provides appropriate quality improvements to increase the number of 'outstanding' lessons.
- Ensuring appropriate policies are in place to support students.
- Undertaking Governor Scrutiny activities to provide further challenge and review of teaching, learning and assessment.
- Ensuring students have a forum in which they can give feedback to the college.
- Continuing development of the College's Performance Management to ensure greater accountability throughout the college.

Action schedule

| Minute no | Title | Action by | Action |
|-----------|-------------------|-----------|---|
| 11. | Governor Scrutiny | Clerk | Organise second Governor Scrutiny visit re. Visual Arts. |
| | | Clerk | Recommend an external review of Maths to the Audit Committee. |