

## Quality & Standards Committee

### Minutes of the meeting held on Wednesday 14 November 2018

Present: Colin Peaks, Diana Hoskins, Jon Richardson, Chris Gurevitch.

In attendance: Karen Ashman (Assistant Principal), Catherine Sykes (Clerk), Ben Wallis (Vice Principal), Natalie Sketchley (Deputy Principal), Paul Simpson (Observer).

#### **19. Apologies for absence** (Agenda Item 1)

**Resolved:** Apologies were received from Donna Fitzgerald, Pat Mould & Jon Butler (Assistant Principal).

#### **20. Declarations of interest** (Agenda Item 2)

**Resolved:** There were no declarations of interest.

#### **21. Minutes of the previous meeting: 10 October 2018.** (Agenda Item 3)

**Resolved:** The minutes of the meeting held on 10 October 2018 were accepted as a correct record and signed by the Chair.

#### **22. Matters arising from the minutes/action schedule (if applicable)** (Agenda Item 4)

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.

##### **22 a) Review of payback and links to improving attendance**

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

#### **23. Draft 1 Self-Assessment Report and targets 2018/19: for scrutiny** (Agenda Item 5)

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.

#### **24. 2018-19 Priorities** (Agenda Item 6)

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.

#### **25. Student destinations and IAG annual report: for scrutiny** (Agenda Item 7)

It was agreed that minute 25 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

## **26. Student support update: for information** (Agenda Item 8).

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.

## **27. Policies:** (Agenda Item 9)

It was agreed that minute 27 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

**Recommended:** The Alcohol & Drugs policy was recommended.

## **28. Complaints/student disciplinary annual report** (Agenda Item 9)

It was agreed that minute 28 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

## **29. Performance management (verbal update)** (Agenda Item 10)

It was agreed that minute 29 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

## **30. Governor scrutiny: to agree activity for 2018/19** (Agenda Item 11)

It was agreed that minute 30 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

## **31. Any Other Business** (Agenda Item 12)

**Resolved:** There were no other Items of Business.

## **32. Date of next meeting** (Agenda Item 13)

**Resolved:** The next meeting will take place on Wednesday 6 February 2019.

## **33. Confidential items and reports**

It was agreed that minutes 22, 22b, 23, 24, 25, 26, 27, 28, 29 and 30 of this meeting 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).

## **34. Learner impact**

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

- Strategy to improve attendance
- Engagement
- Careers advise & guidance and impact
- Disciplinary incidents and support to reengagement
- Governor scrutiny provide feedback on how to improve.

## Action schedule

<b>Minute no</b>	<b>Title</b>	<b>Action by</b>	<b>Action</b>
22	Matters Arising – Centre of excellence for Maths.	K. Ashman / C. Peaks	Further update in the next meeting of this committee (Feb 19) regarding who the delivery partner(s) for 'Centre of Excellence for Maths'.
22b	Review of payback and links to improving attendance.	N. Sketchley / K. Ashman	Further progress report of Review of payback and links to improving attendance including roll out across college.
24	Priorities 2018-19	C. Peaks	To provide comparison Wilberforce College and National Linear Data once published.