

BARTON PEVERIL COLLEGE
Standards Committee
 Minutes of Meeting held on
 Thursday, 14 October 2010 at 5.30 pm

Present:

Mrs C McNulty (Chair)
 Prof R Brown
 Miss S Campbell
 Mr J Horner
 Miss J Knox Langford

to 7.28 pm

In attendance:

Mr J Prest (Principal)
 Mrs S Weavind
 Mr M Chart (Assistant Principal (Quality))
 Mr M Henderson (Assistant Principal (Students))
 Miss A Wood (Assistant Principal (Curriculum))
 Mrs R Medd (Clerk)
 Mrs J Miles (PA to the VP and Assistant to the Clerk)

to 6.15 pm

Apologies:

None

Absent:

Mr M Mossadaq

		Action
1	<p>Preliminaries</p> <p>The Chair welcomed Mrs Weavind who was attending as an observer and Mr Horner who was attending his first Standards Committee meeting.</p>	
2	<p>Declaration of Interests</p> <p>No member of the Committee had anything to declare relating to the items on the agenda.</p>	
3	<p>Presentation from the Assistant Principal (Curriculum) on Curriculum Developments</p>	
3.1	<p>The Assistant Principal (Curriculum) (APC) used a Powerpoint presentation to demonstrate the development of the Curriculum. This included You Tube videos and examples of on-line learning and sharing of good practice.</p>	
3.2	<p>The APC advised members of the types of courses available to students ie 50 Advanced Levels, National Diplomas, Applied Courses and Advanced Supplementary Levels. Ways of teaching were being shared and were continually developing eg the Virtual Learning Environment.</p>	

- 3.3 Members asked questions on:
- issues of access and Equal Opportunities
 - the need for research skills
 - the tension between independent work and the National Curriculum
 - transition between level 2 and level 3 and between level 3 and Higher Education or employment

3.4 *Mrs Weavind left the meeting at this point.*

4 **Equality and Diversity**

The Chair reminded members to take into account Equality and Diversity issues when considering items on the meeting's agenda.

5 **Minutes**

5.1 **The Minutes of the Meeting held on Tuesday, 8 June 2010** were reviewed and confirmed as a true record and were duly signed by the Chair.

5.2 **Matters Arising**

Matters Arising had been actioned or were ongoing, other than item 531.2, the inclusion of a timescale for Impact Assessments in the Equality and Diversity Policy. The updated record of the Action Points from the meeting is contained in the Committee file.

6 **College Action Plan and End of Cycle Review – COMMERCIALLY SENSITIVE PAPER**

6.1 The Assistant Principal (Quality) (APQ) presented his Paper and pointed out the success achieved and the areas still needing some improvement which were addressed in the Action Plan.

6.2 Members noted the content of the report and asked about:

- the Student Voice
- the organisation of the Gifted and Talented programme
- Advanced Level Performance Scores

7 **Structure of the Self-Assessment Review**

The APQ informed members that the aim was to streamline the top part of the Self-Assessment Review with the aim of suggesting practical ways to make improvements and to tighten actions. The review would continue as at present at Departmental level. Members welcomed the improvements.

8 **Enrolment, including Adult Education – COMMERCIALLY SENSITIVE PAPER**

8.1 The Assistant Principal (Students) (APS) presented the enrolment data which was very positive. A more detailed strategic plan would be presented in the Spring term.

8.2 Members noted the contents of the paper.

9 Achievement in previous year – COMMERCIALLY SENSITIVE PAPER

The APQ presented his Paper and members particularly noted the excellent examination results and the good ALPS scores. The APQ added that the subject level data would be presented at the following meeting.

10 Annual Quality Performance Indicators Reviews and Targets – COMMERCIALLY SENSITIVE PAPER

10.1 The APQ presented the review of Quality Performance Indicators and particularly highlighted the excellent data from the Department of Children Schools and Families. The proposed targets for the coming year were discussed.

Agreed Action

Members unanimously agreed to recommend the targets to Corporation for approval

Clerk

10.2 *Prof Brown left the meeting at this point.*

11 Monitoring Areas of Concern update and identification of changes – CONFIDENTIAL PAPER

The APQ gave members a final update on the areas of concern. Staff absence issues in Languages were noted.

Agreed Action

Letters of congratulation would be sent to the Heads of Department of those areas that had made significant progress

APQ

12 Feedback from Quality Group meeting of 4 October 2010

The items on the Quality Group agenda were on the agenda for this meeting.

13 Student Disciplinary Policy

The Principal presented his Paper and the Student Disciplinary Policy which was in line with the requirements of the Instrument and Articles of Government and which had been impact assessed.

Agreed Action

Members unanimously agreed to recommend the Student Disciplinary Policy to Corporation for approval

Clerk

14 Student Evaluation: Leavers' Survey

14.1 The APQ presented his report stating that the survey contained more questions on safeguarding. The following points were highlighted:

- 1 more positive responses than previous surveys
- 2 strong agreement on the statements surrounding personal safety

14.2 A question was raised as to whether there were any students who did not have access to IT and if there were any schemes to help students to buy IT equipment. The APQ confirmed that students do have ample access at College and it was also

pointed out that the Library holds some equipment, such as cameras, for loan to students. However, it was acknowledged that some students may encounter difficulties. It was suggested that students could be asked at the point of application to College.

14.3 Members noted the content of the report.

15 Quality Assurance Policy

The APQ presented the newly written Quality Assurance Policy. It would be impact-assessed at the next Equality and Diversity Committee meeting.

Agreed Action

Members agreed, subject to the correction of 'tenants' to 'tenets' in paragraph 1.2, to recommend the Quality Assurance Policy to Corporation for approval

APQ

APQ
Clerk

16 Committee Business

16.1 Attendance at Quality Group meetings and at the Curriculum Self-Assessment Review

The Curriculum Self-Assessment Reviews had already taken place.

16.2 The Chair was unable to attend the next Quality Group meeting and Miss Campbell offered to attend the November meeting if she was free to do so.

Agreed Action

The SAR dates would be included in the Governors' Calendar of meetings in future

SC

Clerk

17 Standing Items

17.1 Safeguarding

This subject had been dealt with in minute 14, the Leavers' Evaluation, earlier in the meeting.

17.2 Strategic Issues on the Horizon

The Principal cited the Comprehensive Spending Review.

18 Information Exchange

- Members were reminded of the forthcoming Open Evenings
- There was to be an exhibition of work by staff from the Art Department on 1 December 2010 – more information and invitations to follow

19 ***Date and time of next meeting: Monday, 22 November 2010 at 5.30 pm in the Conference Room***

The meeting closed at 8.00 pm.