

BARTON PEVERIL SIXTH FORM COLLEGE
Standards, Curriculum and Learning Committee
Minutes of Meeting held on
Tuesday, 28 February 2017 at 5.30 pm

Present:

Prof J Longmore (Chair)
Miss Erin Bailey
Miss Jasmine Bowler
Prof R Brown
Ms K Dagwell
Dr A Glaze
Mrs Y Hussain
Dr D Robinson

In attendance:

Mr J Prest (Principal)
Mr R Temple (Assistant Principal (Schools and Community))
Miss A Wood (Assistant Principal (Teaching and Learning))
Mrs S Auger (Quality Manager)
Mrs N Carcone (Acting Assistant Principal)
Mrs J Miles (Clerk and PA to the SLT)

Apologies:

Miss D Knight
Mrs L Webb
Mrs Z Smallman (Assistant Principal (Quality and Student Progress))

Absent:

None

		Action
335	Declaration of Interests No member of the Committee had anything to declare relating to the items on the agenda.	
336	Equality and Diversity The Chair reminded members to take into account Equality and Diversity issues when considering items on the meeting's agenda.	
337	Minutes	
337.1	The Minutes of the Meeting held on Tuesday, 15 November 2017 were approved and duly signed by the Chair.	
337.2	Matters Arising Matters Arising had been actioned or were ongoing. The updated record of the	

Action Points from the meeting would be kept in the Committee file.

337.3 Confidential

The question of extending the marketing of the College to the Portsmouth area had been raised at the previous meeting and the Assistant Principal (Schools and Community) (APSC) had subsequently presented a paper to the Senior Leadership Team (SLT). More work was already being undertaken in the waterside areas (Hounslow and Testwood) and Fareham and after discussion it was decided not to aggressively market the College in the Portsmouth area (which already contains a sixth form college and the merging Havant and South Downs Colleges) and that it was better to consolidate the areas that were already recruitment areas for the College.

337.4 Members noted this conclusion.

338 Monitoring Areas of Concern – CONFIDENTIAL PAPER

338.1 The Quality Manager (QM) presented a report on the areas being monitored currently.

338.2 Since the November meeting Directors had had the chance to analyse data from the first assessment point. Quality meetings had been held between the Principal, the QM, Assistant Principals and Directors and the Directors had been asked for three things that they were concerned about, how they were spending their time and what impact it was having. The Directors then compiled a list of Actions (see Appendix A).

338.3 Round two was currently underway, which focussed on the January assessment, although this was not reported in the paper.

338.4 The QM stated that the improved access to data had meant that it was analysed more quickly and it provided students at risk of not achieving.

338.5 As requested at the last meeting a column had been added to indicate the length of time a subject had been on the list, as well as an SLT overview (using a Red/Amber/Green system and summaries). Both these additions were appreciated by members.

338.6 Members were apprised of the progress in various areas in terms of:

- teaching provision
- subjects which were moving on to linear specifications
- the cautious approach of still including some subjects that were improving to ensure that improvement continued and others with unsettled staffing arrangements
- regular support and guidance for staff
- in some subjects eg Electronics the last cohort was going through the system (replaced by CTEC Engineering)
- the positive effect of new subject leaders
- provision of extra support for students
- six subjects had 20 or less students

338.7 Members asked questions regarding:

- the absence of teaching staff
- an apparent lack of alignment in different parts of the paper

- the observation of an undisciplined environment in one of the reports
- low ALPS scores in the Use of Maths

338.8 Members noted the content of the thorough report and welcomed some positive progress and the frankness of the responses to questions.

Agreed Action

- **A verbal update would be given on the second round of Quality meetings at the next Committee meeting**
- **The number of students on courses would be included in future reports**

QM
QM

339 Self-Assessment Report (SAR) Priorities update

339.1 The Principal reminded members of the recent changes to the College's SAR and the deliberate absence of a detailed action plan (in order that more time was spent supporting improvements designed to impact on Value Added) and cited the following progress towards the Strategic Plan:

- 1 all staff were familiar with the shorter College SAR and the associated priorities and all staff are aware that three boys improving by one grade in each class would lead to outstanding Advance Level Value Added and solve the underperformance of boys in the College
- 2 Learning Walks had been introduced during this academic year
- 3 Directors had spent two days sharing good practice in observation and feedback on the Learning Walks
- 4 in some cases the teams were watching each other
- 5 the Directors were better able to articulate and identify the Teaching and Learning issues in their own and in other teams, addressing Ofsted's criticism
- 6 the SLT had time to do more soul searching as to how to make the elusive step to outstanding Value Added at Advanced Level
- 7 the agendas of the Assistant Principals' regular one-to-one meetings with Directors were about Teaching and Learning
- 8 Directors had shaped the data they need to help them improve performance of subjects, staff and individual students and this was now provided by MIS
- 9 the QM had been working alongside Directors on what the data says to ensure they understand the data
- 10 the second round of Quality meetings between the AP, QM, Principal and Directors had been focussed exclusively on what the behaviours of the Directors were and how they impact on Teaching and Learning

339.2 As a result of the dialogue with Directors the following areas were up for reform:

- simplified SARs for Departments, making this a useful working document like the whole-College SAR
- a Middle Leadership Development programme to include responsibilities, empowerment eg to train and develop their staff (facilitated by Chris Thomson)
- re-thinking and developing the importance of one-to-one student target setting and reviews
- a change to Appraisal to encourage staff ownership of their own development and make it a working document including records of one-to-one meetings or feedback on Learning Walks etc

339.3 Members noted that this was an excellent model and asked if there were any common strands being identified and the Principal said that there were some in terms of skills but that they did vary. The Directors had all the skills necessary between them and what was necessary was to encourage them to share their expertise effectively.

- 339.4** It was acknowledged that Directors still needed support but the latest review meetings with the QM and the Principal had been very useful and was developing them as leaders.
- 340 Quality Performance Indicator (QPI) Report (including RAISEOnline Inspection Dashboard) – CONFIDENTIAL PAPER**
- 340.1** The QM pointed that there was no change on the table on page 3 of her paper (the Annual QPIs) and on page 4 there was only one new figure and that was for the points score per entry, which had been changed to be calculated at different points per grade. 30.17 was approximately equivalent to a C grade.
- 340.2** With regard to Retention there had been three new data points since November and these had shown improvement. Attendance had also improved after a dip in December although it was not quite up to 91%. Members asked about the reasons behind the improved Retention and it was thought that it might be due to changing courses and qualifications.
- 340.4** Page 6 contained a completely new measure, a progress measure for GCSE Maths and English, consisting of the Key Sage 4 attainment on arrival at College and the grade after completion. In between there were various stepping stones such as Freestanding Maths. Both Maths and English results at Barton Peveril showed improvement whereas nationally the picture showed grades worsening. Page 7 showed this in the context of Hampshire Colleges where Barton Peveril was well-placed in comparison. These figures had to be seen in conjunction with the Confidence Limit on page 10. Vocational progress was good, which tied in with the ALPS scores. Members noted the usefulness of this measure and it was pointed out that schools would also use such information to identify pupil progress.
- 340.5** The QM was thanked for a very clear explanation.
- 341 Student Feedback: Survey of Early Leavers**
- 341.1** The Assistant Principal (Schools and Community) presented his paper which reported the number of students between the census date of 17 October and 31 December. The number of leavers (as a figure and as a percentage of the cohort) was lower than the previous year. Improved tracking provide information on the plans of those who had left.
- 341.2** Page 7 showed the courses the students were leaving but all departments were enjoying high retention and members were pleased to note high retention in Science. Rigorous entry requirements were cited as one reason for this. Members also asked about advice and guidance given to students upon leaving College. This was always offered but some students did not attend appointments.
- 341.3** Members noted the content of the report.
- 342 Review of the College Mission Statement in advance of the Strategic Planning Awayday**
- 342.1** The College Mission Statement was regularly reviewed at this time of year. The College was currently in the middle year of the Strategic Plan three-year cycle and

no changes to the Mission were proposed at this time. Members' discussions concluded that the Mission was fit for purpose and provided a good steer for the College.

342.2 The Student Governors confirmed that they felt they were studying within a culture of high expectation with students being encouraged to aim high and consider going to universities.

342.3 In answer to a question stemming from the Area-Based Reviews recommendations on collaboration the Principal confirmed the College's close relationships with local schools including common INSET Days and links on all levels.

343 Policy Review

343.1 Equality, Diversity and Inclusion (EDI) Policy

The Acting Assistant Principal (AAP) stated that some changes to the EDI Policy were required as a result of the changes to the Self-Assessment Report. The proposed changes were highlighted. A substantive change was the transfer of responsibility for the scrutiny of data from the EDI Committee to the Curriculum and Quality Committee and the need for this to be very clearly understood. It was pointed out that the accountability for EDI lay with the Assistant Principal (Quality and Student Progress) and that the minutes of the EDI Committee were always on the agenda for the subsequent Senior Leadership Team meeting.

343.2 The Chair had several comments noted on her copy of the policy and had identified some inconsistencies.

Agreed Actions

- **The Chair's annotated paper would be passed on to the AAP**
- **Members unanimously AGREED to recommend the revised Equality, Diversity and Inclusion Policy to Corporation for approval, subject to the AAP's consideration of the suggestions from the Chair**

Clerk

Clerk

344 Standing Items

344.1 Safeguarding

There was nothing to report.

344.2 Strategic Initiatives on the horizon

There was nothing to report.

345 Committee Business

There was none.

346 Information Exchange

- The Clerk reminded members of the Strategic Planning Awayday which would take place the following Saturday.
- This was the last Standards Committee meeting for Prof Brown before stepping

down as a Governor and the Chair thanked him for his uniformly incisive and incredibly helpful contributions to the work of the Committee, which had benefitted enormously from his approach as a 'critical friend'.

347 *Date and time of next meeting: Tuesday, 13 June 2017 at 5.30 pm in the Akehurst Room*

The meeting closed at 7.16 pm.