



**MINUTES OF THE CURRICULUM AND QUALITY MEETING HELD ON
THURSDAY 23 FEBRUARY 2017 AT 1.30 PM
IN THE ROOM 14, THE MAIN HALL, BROOMFIELD**

Present: Phil Dover (*Chair*), Tim de Ville, Janet Morgan, Mandie Stravino,
Graham Schuhmacher

In attendance: Anita Straffon,
Rose Matthews (Clerk)

30/16-17 Tour of Little Explorers Nursery

Prior to the meeting Governors took part in a tour of the Little Explorers Nursery, during which Kate Cox, the Nursery Operations Manager, shared the nursery's journey to outstanding. Graham Schuhmacher was interested in how the Nursery was using industry and everyday objects to teach the children, and gave nuts and bolts as an example of teaching manual dexterity.

Graham asked what was being done to share this best practice elsewhere and the work Kate is doing with other educators was mentioned. It was also noted the Nursery links in with the College's Teacher Training provision with Early Years students carrying out their training in the Nursery.

31/16-17 Apologies for absence

There were no apologies for absence.

32/16-17 Declarations of interest, confirmation of eligibility and quorum

All members were eligible and the meeting was quorate. Declarations already made were noted.

33/16-17 Minutes of the previous meeting

The minutes of the meeting held on 29 November 2016 were approved and signed as a true and accurate record.

34/16-17 Matters arising

15/16-17 Robin Webber-Jones had met with Graham Schuhmacher and had provided the student numbers required. He had also made contact with John at the UTC. A further meeting was scheduled with Robin and Jill Holland and Graham.

06/16-17 The Deputy Principal had confirmed the number of learners entering without GCSEs in this year's cohort.

20/16-17 The Deputy Principal had revised the Quality Improvement Plan to include show evidence of professional development in team time that was already taking place.

Action

Date

	Action	Date
21/16-17 The Committee meeting was held at Broomfield and included a tour of the Nursery.		
22/16-17 Robin Webber-Jones had made contact with Derby University.		
<p data-bbox="197 465 1145 499">35/16-17 Organisational QPR</p> <ul data-bbox="379 499 802 533" style="list-style-type: none"> <li data-bbox="379 499 802 533">• Leadership and Management <p data-bbox="331 562 1145 651">Following the Business Planning events on 5 January, action plans had been submitted with a view to producing a first budget for the end of March 2017.</p> <p data-bbox="331 680 1145 748">Consideration would be given to how the curriculum was delivered, making it an interesting offer for a young person.</p> <p data-bbox="331 777 802 810">Teaching, Learning and Assessment</p> <p data-bbox="331 840 1145 929">The Teacher Scorecard, which included in year measures was at 1.69. Work scrutiny for the term had taken place with 168 reviews completed and 88% of staff showed good or better practice.</p> <p data-bbox="331 958 1145 1048">STAR Week two had taken place and 94% of learners had progress logs completed, aspirational targets had been set and were then monitored against predicted grades.</p> <p data-bbox="331 1077 1145 1200">Through the observation process training needs were identified and master classes for Teaching and Learning had commenced. They were based around key themes aligned to feedback from the Ofsted Inspection.</p> <p data-bbox="331 1229 1145 1420">The Chair questioned teaching and learning grades, asking if they showed an improvement trend compared with the previous year. The Deputy Principal confirmed 64% were graded outstanding (compared to 44% last year) and 30% were good (against 17% the previous year). Teaching and Learning was now looked at in a more holistic way.</p> <p data-bbox="331 1449 1145 1639">The Chair noted it was difficult to compare as the measure had changed. He asked if there was a general sense of improvement. The Deputy Principal said there was a lot more innovation coming through and suggested Steve Spence join the next Curriculum and Quality Committee meeting and share teaching and learning developments.</p> <p data-bbox="331 1668 1145 1881">The English and maths resit results showed 45 out of 122 achieved a high grade pass for English, with 31 out of 123 students achieving a high grade pass for maths. The Deputy Principal explained the strategy for those students who were not achieving mock exams – they would focus on one GCSE for the first year and then focus on the remaining GCSE the following year. Each study programme would be individualised.</p> <p data-bbox="331 1910 1145 2033">Graham mentioned the City Council had shared data from the schools at the last Derby Renaissance Board meeting. The CEO stated the Director of Research and Development had received the data.</p>	RM	June 17

The CEO confirmed that the City Council had broken down attainment for the city, by ward and shared this with the Opportunity Areas Board.

The college's Director of Research and Development had monitored this exercise for the College.

- **Personal Development, Behaviour and Welfare**

The Deputy Principal highlighted the tutorial and enrichment activities that had taken place since the last meeting, with December focussing on Health and Wellbeing.

The Learner Voice Post Induction Survey (Appendix A), was positive. One area showing a slight drop was enrolment, which had decreased by one percentage point from 98% in 2015 to 97% in 2016. This related in the main to a change in the enrolment process at the Joseph Wright Centre. This would be rectified for 2017, reverting back to the former system.

The Chair was interested to note only 60% of those questioned indicated they had received careers guidance in school.

Four complaints had been received, two had been closed with two still under investigation. The Chair asked if there were any common themes. The Deputy Principal explained one related to a student not wanting to continue with their English qualification and one related to a dispute between two students. There were no consistent issues.

Graham Schuhmacher asked how part-time students were involved in the student forums. The Deputy Principal advised the Student Representatives visited the classes, this was also carried out the same way with apprentices.

The Chair was pleased to note the compliments received.

Safeguarding disclosure analysis was shared as part of Appendix B with wellbeing/mental health issues being the biggest area of concern. This would be discussed in more detail at the Safeguarding Board and the Deputy Principal's meeting with the Link Governor.

- **Outcomes**

Attendance was at 88% (all ages) and retention at 99% at the time of writing this report, although reviewing the figures the Deputy Principal said it had now dropped to 97%, but was still higher than 93% last year.

A lot of work had been carried out on IAG to ensure the right learners were on the right courses and improved tracking around those who left early, for example, those who left early to enter full time employment.

Graham Schumacher asked if the situation with the cabin crew had been resolved. The Deputy Principal explained the College had worked with the airlines and adapted the qualification to prevent in the future.

A discussion took place related to attendance and the 90% target.

	Action	Date
<p>36/16-17 Quality Improvement Plan</p> <p>Progress to date had already been covered in the Organisational QPR and was based on actions taken from the Self-Assessment Report.</p> <p>All actions currently on target. The Chair asked if further impact could be included in the Plan.</p>		
<p>37/16-17 HE Self-Evaluation Document</p> <ul style="list-style-type: none"> • Annual Provider Preliminary Assessment <p>The monthly HE Self-Evaluation Document was presented and is reviewed at the HE Academic Board which the Chair also attends.</p> <p>The Deputy Principal explained the HE provision received a double commendation and did not receive any actions for improvement, however, a development plan had been produced with future actions.</p> <p>The Committee noted the HEFCE Annual Provider Review Preliminary Assessment.</p>		
<p>38/16-17 Little Explorers SEF update</p> <p>The Committee reviewed the Nursery SEF and alongside their earlier tour of the provision.</p>		
<p>39/16-17 Date of Next Meeting</p> <p>The next meeting would be held on 14 June 2017.</p>		

The meeting finished at 3.00 pm.

Signed: _____ Date: _____