



MINUTES OF THE CURRICULUM PERFORMANCE COMMITTEE MEETING HELD ON MONDAY 4 DECEMBER 2023 AT 9.30 AM HYBRID – THE BOARD ROOM AT THE ROUNDHOUSE AND REMOTELY BY MS TEAMS

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MINUTES OF THE CURRICULUM PERFORMANCE COMMITTEE MEETING HELD ON MONDAY 4 DECEMBER 2023 AT 9.30 AM HYBRID – THE BOARD ROOM AT THE ROUNDHOUES AND REMOTELY BY MS TEAMS

Present: Alan Brady (Chair), Andrew Cochrane, Phil Dover, Jack Ellis-Guthrie, Narinder Sharma, Mandie Stravino

In attendance: Melanie Lanser, Tony Mclroy, Kate Martin, Heather Kelly, Kate Cox (Minute Number 19/23-24)
Rose Matthews (Clerk to the Corporation)

Observers: Ron Hill and Sarah Johnson (Stone King)

	Action	Date
12/23-24 WELCOME AND INTRODUCTIONS		
Narinder Sharma was welcomed to his first Curriculum Performance meeting.		
Ron Hill and Sarah Johnson would be observing the meeting as part of the External Review of Governance.		
13/23-24 APOLOGIES FOR ABSENCE		
Apologies for absence were received and accepted for Sue Bradley		
14/23-24 DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM		
All members were eligible, and the meeting was quorate. There were no new declarations.		
15/23-24 MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2023		
RESOLVED: The minutes of the meeting held on 12 September 2023 were formally approved as a true and accurate record.		
16/23-24 MATTERS ARISING		
09/23-24 The Safeguarding and Little Explorers Policies were approved by the Corporation.		
The Corporation Chair pointed out following the last meeting he met with leaders to discuss English and maths – the current legislation had placed challenges on the Group in terms of resources and exam fees. The Corporation Chair had approached the AoC to reintroduce the English and maths forum. Their response was that any matters relating to this area should be fed through the Curriculum and Quality Governance Network which AB attended.		

17/23-24 **GROUP SELF-ASSESSMENT REPORT (SAR) AND QUALITY IMPROVEMENT PLAN (QIP)**

The Vice Principal presented the SAR and the QIP to committee members.

The key judgements were shared and overall the Group was good across all areas of the Education Inspection Framework.

	Judgement Grade
Overall Effectiveness	2
Quality of Education	2
Behaviour and Attitudes	2
Personal Development	2
Leadership and Management	2
Education Programmes for Young People	2
Adult Learning Programmes	2
Apprenticeships	2
Provision for Students with High Needs	2
Contribution to Skills Needs	Strong

They key strengths and QIP actions under each judgement were highlighted, along with impact – overall and broken down by academies, T-levels, GCSEs English and maths, apprenticeships and partnerships.

Focus related to the impact of destinations, narrowing the gap for disadvantaged, ethnically diverse, SEND and mental health.

The 2023-24 QIP priorities were shared against each judgement which would be monitored throughout the year.

The Committee Chair asked if the QIP actions addressed the improvements required in terms of quality of education. The VP responded that the data presented included two learning walk observations. **The Corporation Chair questioned if the VP was happy with the performance practice ratios outlined in the presentation.** She explained the data was used holistically and decisions were never made on this data alone. However, any serious concerns would be reviewed as part of a performance management process.

The Corporation Vice Chair pointed out in the past the Group had ‘outstanding’ high needs provision and noted this was now ‘good’. He asked what the story was and if Members needed to be concerned. The VP said it is good, but they didn’t think it was outstanding for those on a pathway to work and the College wanted students to get paid roles rather than voluntary ones. The DP pointed out that there had been a huge increase in EHCP students – with Level 1 EHCPs not performing as high as their peers.

The Vice Chair went onto ask if the Group knew what the gaps were like in other colleges for students with mental health issues. The DP explained the Group worked with lots of other colleges and did receive feedback. This was a national issue and

discussions had taken place around low mood and self-referral around medical issues to provide more support.

NS asked how high needs was defined. This was defined in the main through the EHCP. The Director of Student Experience and Pastoral Support explained the Group had a high needs audit from Derby and Derbyshire Commissioning managers who reported the Group were good value for money. The Group were dealing with the current student cohort then years 9, 10 and 11 and had an increase in deaf students who were classed as high needs due to requiring an interpreter. A lot of students did not live in Derby and after education move back which leads to a destination dip.

A new course had been introduced for students with high anxiety – that cohort had significant challenges. Many hadn't been in mainstream school. It was set up with a target of 12 students and now had 40 on it and the Group were looking to set up on different campuses.

The Committee Chair noted apprenticeships needed to improve further and asked what was being done specifically. The DCEO explained the area started with a restructure and then apprenticeships were moved into the curriculum areas with the curriculum leaders accountable. A lot of work had gone into developing the assessors who undertook regular CPD and more work was done with employers to increase their understand around apprenticeships.

The Corporation Chair asked about those apprenticeships past end date. Some of these were legacy. Regular meetings were now in place. Overall it was a sector issue, the Group were looking to refocus the provision with improved reporting and a whole accountability framework.

Members asked what was being done to help young carers. There were 106 in total and they had personalised timetables. The Group were ensuring if they did miss lessons they could learn differently and were provided with pastoral support.

Members asked if personalised timetabling was being provided to those students with mental health issues – it was confirmed it was and they were being provided with pastoral support.

The Committee Chair questioned personal development and British values in the College in light of the current climate. The VP explained it was a very sensitive climate and the College used British values to frame discussion and tolerance.

RECOMMEND: The Committee recommended the Self-Assessment Report (SAR) and Quality Improvement Plan (QIP) to the Corporation for approval.

18/23-24 KEY PERFORMANCE INDICATORS

The Key Performance Indicators were shared and discussed.

Members questioned the change in the attendance target which was due to the target setting formula used and in relation to the national context. The Academy targets were in-excess of the overall target.

The Chair had met with the VP to discuss attendance several months ago and considering the national context the College were doing everything they could.

RECOMMEND: The Committee recommended the KPIs for approval by the Corporation.

19/23-24 OPMR

The Vice Principal provided an overview of the OPMR – much of which had been covered in the SAR presentation.

The OMPR was produced on an eight-week basis and had been restructured around the EIF with the intent on reviewing the quality of the big picture plans and to track progress on markbook.

An intended destination survey had been completed for the first time to show intended destination at enrolment and support with career planning. Analysis was taking place in relation to withdrawals in built environment, business and engineering to inform IAG in those areas.

The Corporation Chair asked why. A number on the programme said it didn't meet their expectations.

Apprenticeship accountability and sub-contracted provision was also discussed.

Members questioned if there was a key theme in relation to complaints. There was no particular area but customer service was an underlying theme.

20/23-24 LITTLE EXPLORERS SELF EVALUTION FORM (SEF) AND QUALITY IMPROVEMENT PLAN (QIP)

The Nursery Operations Manager joined the meeting to present the Nursery SEF and QIP. The main focus of this was what was being done to maintain the outstanding provision.

They key improvements which have made a positive impact are enhancement, looking at where the children's attainment was in terms of strength and any correlation with gaps in staff practice.

Members heard about the audit by the Early Years Improvement Officer, and **questioned if there were any surprises from that audit.** They validated the good practice and there were no actions arriving from that. The one action arising was for other nurseries to share their best practice with Little Explorers. As the Nursery was outstanding it was sharing its work with other nurseries but also needed to receive best practice from others.

The Committee Chair questioned the position with the Baby Room. The Baby room was running and salaries had been

benchmarked against industry averages to make sure they are competitive and it was hoped in the New Year the Nursery could welcome more practitioners to the organisation.

21/23-24 ACCOUNTABILITY AGREEMENT ACTION PLAN

The DP presented progress towards the Accountability Action Plan a lot of which had already been covered through the SAR presentation.

A RAG rated report was presented for each action and progress to date. It was pointed out behind each action were some substantial documents supporting the targets.

This was the first year of the Accountability Plan and discussions were ongoing to link to the Duty to Review.

The Committee Chair said it was good to see the alignment with the VP's reports and to note apprenticeships provision was growing, but asked how far that could grow. Overall, the strategic target was to reduce the breadth. The target had already been achieved with 3% growth, bigger targets were passes, retention and achievement. The numbers were linked to the LSIF.

22/23-24 HEALTH AND WELLBEING ANNUAL REPORT

The Health and Wellbeing Annual Report was presented to members and summarised key themes and initiatives and interventions being taken to support students and employees.

The report mirrored the SAR and aligned with the performance of the students. The new Director of HR would be taking responsibility for wellbeing elements and a lot of work had been carried out around pastoral care and sickness records.

Looking at the student body there had been a huge increase in data in terms of self-referrals and medical interventions and the report outlined the support arms the College had embraced.

Members acknowledged they had undergone training on Prevent, Suicide Awareness and Self-Harm. **The Committee Chair questioned snapchat and the health first aid kit and said he would like to know more about that.** It was agreed that would be shared in the future.

A key theme from the report was low level anxiety and building a mindset of resilience.

23/23-24 EQUALITY, DIVERSITY AND BELONGING ANNUAL REPORT AND POLICY REVIEW

The Director of Student Experience and Pastoral Support presented the Equality, Diversity and Belonging Annual Report which reported on the protected characteristics and highlighted key outcome and experience gaps.

The student population did match that of the city with more young people declaring they were ethnically diverse, although some

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employees chose not to disclose ethnicity or disability and the team was working closely with the Director of HR in relation to this.

Members discussed likely reasons why individuals were reluctant to declare. **The Corporation Chair asked if there was a wider cultural issue preventing disclosure.** It was not a set methodology, it related to raising awareness of the benefits of declarations, for students mirroring the wider community and a staff group that students could relate to. The College staff body were in line with the sector, but not the city.

There were more young people with SEND and high needs and Derby had the highest percentage of people with an EHCP. The Group worked closely with the local authority on forecasting SEND in the city and what that might look like in the future. Schools were already bursting with SEND students and the Group had been working with the LA around proposals for a future model.

The Group had looked at admissions in non-traditional sectors – males in hair, females in construction etc., in terms of the curriculum and attracting more in these areas.

The report also featured other protected characteristics and disabilities. One of the significant areas to highlight was narrowing the gap with looked after young people.

All information was monitored on a regular basis through each academy's performance monitoring and all had an action plan to support improvements.

Feedback on the student satisfaction surveys was also provided.

The Committee Chair asked how many students took part in the surveys. The VP explained there was a bigger response for study programmes than apprenticeships and overall around 60-70% - which was an improvement on last year but still needed to be higher.

An annual review of the Policy had been undertaken with no changes proposed.

APPROVED: The Committee approved the Annual Report and it was noted a summary would be published on the College's website.

24/23-24 AWARDING BODY COMPLIANCE AND PERFORMANCE

The Director of Strategy, Policy and Planning updated the committee on the current EQA position including recent and upcoming EQA visits.

The Committee Chair questioned if the visits were unannounced. It was pointed out they were scheduled visits to review the quality of internal assessments.

There were no major issues to highlight and a few actions to address which were low risk.

25/23-24 WHAT HAVE THE COMMITTEE LEARNED TODAY?

The Committee Chair asked the student governor if there was anything he wanted to raise. Most students were happy with the way things were progressing, some had mentioned switching courses and some feedback was provided in relation to one of the tutorials.

Discussion also related to English and maths results.

Overall members acknowledged the College position from the SAR and the improvements from the QIP including key gaps and the challenges faced by the student cohorts.

26/23-24 DATE OF NEXT MEETING

The next meeting would be held on 17 April 2024.

The meeting finished at 11.30 am