

**BARTON PEVERIL COLLEGE**  
**Standards Committee**  
Minutes of Meeting held on  
Tuesday, 17 November 2009 at 5.30 pm

**Present:**

Mrs C McNulty (Chair)  
Mr P Broderick  
Prof R Brown  
Miss S Campbell  
Mrs N Carcone  
Mr M Mossadaq  
Dr D Ridley

**In attendance:**

Mrs P Mullins (First Vice Principal)  
Mr M Chart (Assistant Principal (Quality))  
Mr M Henderson (Assistant Principal (Students))  
Miss A Wood (Assistant Principal (Curriculum))  
Mrs J Miles (Acting Clerk)

**Apologies:**

Mr J Prest (Principal)  
Mrs R Medd (Clerk)

**Absent:**

Miss N Dowland

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		<b>Action</b>
<b>493</b>	<b>Preliminaries</b>  The Chair stated that the Clerk was unfortunately unable to attend and members confirmed that they were happy for Mrs Miles to stand in as Acting Clerk for the meeting.	
<b>494</b>	<b>Declaration of Interests</b>  No member of the Committee had anything to declare relating to the items on the agenda.	
<b>495</b>	<b>Minutes</b>	
<b>495.1</b>	<b>The Minutes of the Meeting held on Monday, 12 October 2009</b> were confirmed as a true record and were duly signed by the Chair. The Chair confirmed that these minutes could be placed on the College Intranet.	
<b>495.2</b>	<b>Matters Arising</b> Matters Arising had been actioned or were ongoing. The record of the Action Points from the meeting is contained in the Committee file.	

**496 College Self-Assessment Review 2008-2009 and Action Plan 2009-2010**

**496.1** The Assistant Principal (Quality) (APQ) advised members of a slight change in format this year as the Common Inspection Framework had been changed by Ofsted. The Action Plan was still a work in progress so had not yet been completed.

**496.2** The Senior Leadership Team thinks that the College could be inspected this year and the Inspectors would read the SAR as part of their assessment. The SAR assessed the College as grade 1 rather than opt for 1/2 and this would give the opportunity to discuss the evidence with the Inspectors. The summary of grades was listed on page 6. The curriculum SARs would be placed on the College intranet and the whole document would be uploaded to the learning + Skills Council website to which Ofsted have access.

**496.3** Members discussed:

- the College's success rates against National Sixth Form College Benchmarks
- the capacity to improve
- the entry about Governance

**496.4** Questions were asked about:

- access of Inspectors to the component documents
- gradings
- the process itself and how far students were involved eg the use of student surveys as evidence for Strengths and Weaknesses and discussions with students during IQRs
- inclusion of 'The Student Voice'
- what the SLT members had learnt from the process
- the grading of Equality and Diversity
- the fact that perhaps Governors should be looking more deeply during the coming year at the areas graded 2 eg whether Governors need an update on Safeguarding

**496.5** Members concurred that the SAR was a very impressive document which was basically truthful and appropriately self-critical, avoiding under-claiming or over-claiming and getting the balance right.

**Agreed Action**

- **Members unanimously agreed to recommend the SAR to Corporation for approval, subject to the inclusion of explanatory comments about curriculum areas that had changed due to the recent re-structuring exercise**
- **The Committee would receive a presentation bringing together all the strands of Safeguarding during 2010-2011**

Clerk

Clerk

**497 Identify Areas of Concern – COMMERCIALY SENSITIVE PAPER**

**497.1** The APQ presented his Paper and explained that the areas for concern had been identified through the Subject Reviews. Both Advanced level and AS were included but AS was the main concern. The subjects would be monitored closely through the year.

**497.2** Members asked questions about the reasons for the poor performances and the Assistant Principal (Curriculum) explained the measures being put in place to make improvements.

497.3 Members confirmed that they were content with the areas chosen.

#### 498 **Feedback on Quality Group meeting of July 2009**

498.1 The APQ reported verbally on the recent Quality Group meeting at which members mainly concentrated on:

- 1 The Learner Voice and how to find creative ways to engage students eg focus group activity during the forthcoming Tutor Review Day
- 2 An IQR of cross-college Support Areas
- 3 Creative ways of sharing Good Practice

498.2 Members were asked to consider which Quality meetings they could attend on behalf of the Committee as the Chair was finding it increasingly difficult to attend daytime meetings due to her work commitments. The Quality Group meetings start at 4.00 pm on the following dates:

Monday, 1 February 2010

Monday, 26 April 2010

Tuesday, 12 May 2010

Thursday, 1 July 2010

Members

#### 499 **Quality Performance Indicators (QPI) Report**

499.1 The APQ tabled a QPI report but apologised that the planned new graphical form was not available for this meeting. Figures were reported for Retention, Predicted Value Added and Work Completion.

499.2 Members asked questions on the retention rate and an experience was reported of a general opinion in a Partner School that retention rates were not good at Barton Peveril. It was suggested that good retention rates should be used as a positive marketing tool when visiting Partner Schools.

499.3 The APQ was asked whether there was any evidence that work was not being completed in the Areas of Concern. This was known not to be the case in Law and Languages but could be an interesting link to make the following year.

##### **Agreed Actions**

- **The complete set of QPIs would be presented to Corporation in the graphical format**
- **A separate report would be made on Work Completion for the Areas of Concern in future**

APQ

APQ

#### 500 **Committee Business**

##### 500.1 **Annual Review of Terms of Reference**

Members approved the changes to the Terms of Reference. These were not significant and so would not need to be referred to Corporation for approval.

##### 500.2 **Election of the Chair**

Mrs McNulty reminded members that she had sent an e-mail asking them to consider taking on the chairmanship of the Committee. No response had been received.

500.3 Miss Campbell assumed the Chair and asked Mrs McNulty if she was willing to continue in the role. Mrs McNulty confirmed that she would do so for another year

but a successor would need to be found after that as her term of office would end in July 2011. Mrs McNulty was nominated, seconded and unanimously elected and resumed the Chair.

## 501 Standing Items

### 501.1 Retention

Retention had been discussed in the previous agenda item.

### 501.2 Equality and Diversity

- Equality and Diversity had been mentioned in items on the agenda for the meeting. It was acknowledged that it was embedded in the papers but it was stressed that it needs to be overtly embedded.
- Members were advised of the progress in provision of a multi-faith room and the students' involvement in the development
- Mr Mossadaq confirmed his willingness to provide some training on Impact Assessments for the Equality and Diversity Group
- The Student Committee was continuing to organise Charity events
- Students were contributing to broadcasting on Unity 101 Radio

### 501.3 Child Protection

There was nothing to report but members discussed the development of the initiative into a wider safeguarding role.

#### Agreed Action

**This item should be re-named Safeguarding (Child Protection) for future agendas**

Clerk

### 501.4 Strategic Issues on the Horizon: New Ofsted Criteria

The APQ tabled a paper highlighting the changes in the Inspection regime, adding that the College would probably get three weeks' notice of the Inspectors' visit. The VP confirmed that there would be a briefing session for Chairs of Committees.

## 502 Information Exchange

- Prof Brown asked if the new Skills White Paper would have any relevance for the College but was informed by the VP that it was only likely to have an impact on post-19 students
- Dr Ridley asked that consideration be given to the inclusion of factual data on retention in the marketing presentations
- Members were advised that a recent extra Open Evening, which was held for Wildern School pupils who were involved in a drama performance when the October Open Evenings took place, was very successful
- A reminder was given of the events being held in College before Christmas
- The Chair read out a letter of appreciation she had received in response to the congratulation letter sent on the Committee's behalf for improvement in the PE department
- The Self-Assessment Form A completed following discussion at the previous meeting was tabled and it was suggested that the last but one benchmark standard should be changed to 'Desirable' as the Committee benefitted from members of variable experience and the balance of expertise resulted in valuable questioning

SLT

Clerk

503 ***Date and time of next meeting: Tuesday, 17 November 2009 at 5.30 pm in the Conference Room***

The meeting closed at 7.00 pm.