



REASEHEATH COLLEGE BOARD
QUALITY AND STANDARDS COMMITTEE MEETING

9 November 2023 at 2pm
D3, Reaseheath College

- Present: Jane Cowell (independent) JC (Chair)
Mike Gorton (independent) MG
Peter Green (independent) PG
Alastair Taylor (independent, associate) AT
Phil Gibbon (staff) PGibbon
Alex Hickey (student) AH
Isabella Yates (student) IY
Marcus Clinton (principal) MC
- In attendance: Paul Spearritt (vice principal, curriculum, and quality) PS
James Eagney (assistant principal) JE
Iain Clarke (assistant principal) IC
Sharon Yates (assistant principal) SY
John Kendal (assistant principal) JK
Wendy Watson (head of quality) WW
Jackie Schillinger (head of governance) JS

PART A unless stated

item	Content
1.	Opening items
1.1	Apologies and Declarations: Apologies were received and accepted from David Pearson and Karol Bailey. The meeting was quorate and remained quorate throughout.
1.2	RESOLVED: Jane Cowell is appointed Chair of the committee and Mike Gorton is appointed Vice Chair of the committee for the 2023-24 academic year.
1.3	RESOLVED: Alex Hickey and Isabella Yates are appointed as members of the committee for the 2023-24 academic year.
1.4	RESOLVED: The minutes of meeting held on 16 June 2023 were approved as a correct record.
1.5	The rolling action log was reviewed for assurance. On matters arising it was agreed that the audit with Cheshire East on safeguarding reporting systems could now be progressed as the new structure and reporting process are in place. PS confirmed that the college is signed up to the Cheshire East Service Level Agreement and that the new safeguarding manager starts at college next week. He provided assurance that whilst the audit had been paused awaiting the new structure, there was low risk in terms of reporting and data records. <i>ACTION: progress cheshire east safeguarding audit.</i>
2.	Holding executive leaders to account for educational performance and quality and performance of staff
2.1	Student governor report: AH and IY reported on their experience of the start of term as well as the Student Union (SU) student voice initiatives for this year. They reported that the re-set is evident in improved behaviour and badge wearing around campus as well as staff being proactive on setting high standards in classrooms. On the student voice, they reported that the SU will be collecting

2.2	<p>structured student feedback this term across curriculum areas and apprenticeships and will be able to report back to the committee on this work when the committee meets again in March.</p> <p>Quality improvement monitoring report: Assistant Principal JE presented a summary of the report and a full report had been provided in the papers. The key points raised in discussion were:</p> <ul style="list-style-type: none"> -Retention legacy from last year needs to be noted, especially in the continuing cohort on Level 3. However, this apart, data is positive on attendance and retention so far this year. -The priority is to ensure that managers can accurately track this data in year and report the same through to governors more clearly. It will also be important to have a better understanding of predicted pass rates earlier in the year. More regular reporting to the committee was agreed, with a briefing to be held in early spring to report on key data instead of waiting until the next full meeting in March. <i>Action: arrange a progress tracking Teams meeting end Jan/early Feb.</i> -Overall, a decent positive start to the year apart from the loss of students in the first 6 weeks, which will impact next year's funding, but this loss is about in line with national rates for losses in the first 42 days. -Staffing is more stable, but still a challenge in several areas. -Apprenticeships data is positive, with an update on how it compares with the sector to be provided in the Teams meeting, as agreed above.
2.3	<p>Student numbers against targets were considered, presented by Vice Principal PS, with animal management numbers seeing a decline this year due to more competition from local colleges. However, overall, the first two open events of the year had been extremely busy, and applications are up on this time last year. It was agreed that the school engagement work and strategy as well as a bold marketing approach to animal management with the college's far superior resources was the key to building numbers in this area of provision. Management is also looking at recruitment factors such as transport costs, timetabling, bursaries, support for the cost-of-living pressures and achieving better level 2 pass rates to enable more internal progression. On T levels, recruitment in Food has been challenging with a small cohort. The feedback so far has been positive overall, but with some areas to improve. The link governor for T levels confirmed he had met with the Vice Principal recently to look at those areas delivering T levels. He requested and received assurance that the college is seeking to enhance the experience of those learners on the Food T level by involving them in larger groups wherever possible and being mindful of their feedback and responding to it.</p>
2.4	<p>Reaseheath Reset impact monitoring: PS updated the committee on the impact of the measures put in place to re-set standards and expectations at the start of the academic year. He highlighted the positive impact of the attendance officers with much quicker interventions than last year and the proactive approach by staff to managing behaviour from the outset which has led to a positive behaviour culture on campus and positive student survey results. The committee welcomed the positive start to the term and supported the next phase to keep momentum on career ready behaviours whilst moving to a sharper focus on pedagogy next term to secure improvements in teaching, learning and assessment.</p>
2.5	<p>Progress coach provision impact monitoring: Assistant Principal JE provided an impact evaluation of the progress coach strategy introduced last year. He explained that the model has had positive impact so far with a significant increase in BeReady attendance, 92% of learners having three clear goals set based on their curriculum, personal development and career aspirations, greater oversight of learners at risk for college leadership and curriculum teams, and greater collaboration between Progress Coaches and curriculum teams. However, despite improvements, significant staffing challenges have prohibited progress accelerating at the expected pace and so the college has put in place a transformation project to revamp BeReady and provide more clarity on the role, with the project action plan shared with the committee for information. Members welcomed the move to the progress coach model and agreed that the model is the right one and the key is now to ensure it is implemented consistently across college. The student governors agreed that the model works well where there is a consistent staff team.</p>

2.6	<p>Self-Assessment Report 2022-23 performance and Key Performance Indicator (KPI) outturn: The committee reviewed the 2022-23 performance in the self-assessment report and the KPI outturn reporting. Independent members of the committee had been involved in the external validation panel and link governors had attended the curriculum areas self-assessment panels. Following discussion, the committee confirmed that it supported the overall judgement and gradings as follows:</p> <p>The overall effectiveness of the College requires improvement. The quality of education requires improvement Behaviour and attitudes are good Personal Development is good Leadership and Management requires improvement Education study programmes for young people require improvement Adult programmes require improvement Provision for learners with high needs is good The quality of apprenticeship provision is good. The college makes a strong continuation to meeting skills needs Safeguarding is effective</p>
2.7	<p>RESOLVED: The committee recommends the college self-assessment report for 2022-23 to the board for approval with the proposed gradings as set out in the report.</p>
2.8	<p>Quality Improvement Plan (QIP)and KPI 2023-24: The committee reviewed the quality improvement plan key priorities and the proposed KPI for 2023-24. The committee tested and challenged on the ambitious yet realistic nature of the proposed KPI and received assurance on this as well as the ability to have some staging post checks in year. The committee requested sight of the full QIP in due course and supported the proposed improvement priorities and KPI. Discussion focused on the appropriate milestones during the year so that the committee has visibility of these and can track progress in year. <i>ACTION QIP and milestone measures provided to committee with an update on milestone measures at the agreed interim team briefing.</i></p>
2.9	<p>RESOLVED: The committee recommends the college quality improvement plan areas for improvement and the proposed KPI for 2023-24.</p>
3.	<p>Setting, Communicating and Monitoring Strategy - Annual Strategic Plan Objectives</p>
3.1	<p>Strategic Risk 3: Quality of provision and student outcomes decline: The self-assessment report in the meeting papers reports a decline overall in 2022-23 in student outcomes with the overall college self-assessment as 'requires improvement'. The College target KPI for overall provision is 'good'. In the executive team's review of this risk, the risk exposure score increased to a high risk and action put in place to bring this risk within appetite. The committee reviewed the actions reported in the meeting and the impacts seen so far and supported the heightened risk score with good assurance at this early stage in the year that the actions are having positive impact, and this will be tracked by the committee in year.</p>
3.2	<p>Strategic Risk 5: Failure to meet employer skills needs and maintain key partnerships: the executive reported on the progress made with the industry engagement strategy and reported this area of risk as low. Despite the staff capacity issues in delivering to some apprenticeship provision, executive reported traction with several large employers that is supporting the college in recruiting and retaining skilled staff. The college is also part of the LSIF working group to collaborate with other colleges to support staffing challenges. The college has self-assessed as 'Strong' in its SAR on the skills measure. The committee supported the executive's review of this risk area.</p>
3.3	<p>RESOLVED: To report the committee's review of strategic risk within its remit to the Audit Committee.</p>
4.	<p>Governance</p>
4.1	<p>Impact Evaluation against Core Functions and TOR: The committee considered its meeting impact and report the following to the Board:</p>

	<ul style="list-style-type: none"> • Review and recommended approval of the College Self-Assessment Report against each of the Ofsted Education Inspection Framework’s key judgements. • Review and recommended approval of the quality improvement targets and KPI for academic quality. • Improvement actions are in place and reporting on in year progress across performance indicators was received and scrutinised. The committee will track progress closely against indicators and will hold an additional meeting on Teams in the early Spring term to check on these in year indicators. • The first phase of the Reaseheath Re-set update is showing early signs of progress with very positive Pulse One student survey results and improved attendance data. • Progress coaches have had a positive impact but with more work to do to ensure consistency of implementation • Landex have conducted a peer review, which validates the positive progress being made with the Reaseheath Reset and across several curriculum areas. • The phase of work for the remainder of the first term is: <ul style="list-style-type: none"> • no let up in the promotion of the career ready behaviours and relevant expectations. • further work ensure that Curriculum Area Managers and Senior Leaders maintain a high presence in classrooms and corridors to monitor and promote. • audits and sampling checks to confirm the good early work in relation to setup and expectations for ongoing/formative assessment has been implemented. • continues to be regular review of ‘at risk’ learners and the impact of relevant interventions used to support learners. • regular monitoring, through key group and individual meetings, of attendance and retention data.
5.	Consent Agenda
5.1	<p>Items of Assurance</p> <p>RESOLVED: The committee receives for assurance on college level academic governance, teaching, learning and assessment activities and recent third-party assurance, the following items:</p> <ol style="list-style-type: none"> 1. FE Academic Board Meeting minutes June 2023 and November 2023 2. Quality Improvement Manager’s teaching learning and assessment report made to the recent FE Academic Board on 2 November 3. Landex Peer Review Report, a recent third-party assurance source which provides a positive picture on direction of travel at this early stage in the year.
6	Closing items
6.1	There was no other business reported to the meeting.
6.2	RESOLVED: The date of the next formal meeting is Thursday 7 March 2024 at 10.30am, but a Teams update meeting on progress against key performance and risk indicators will take place in the early Spring term (Date TBA).

The meeting closed at 4.45pm

Approved as a correct record 11 March 2024

Jane Cowell, Chair