

REASEHEATH COLLEGE BOARD
QUALITY AND STANDARDS COMMITTEE MEETING

Minutes of the meeting held on 6 June 2024 at 2pm
 Committee Room, Reaseheath College

Present: Jane Cowell (independent) JC (Chair)
 Karol Bailey (independent) KB (*via videoconferencing*)
 Peter Green (independent) PG
 Phil Gibbon (staff) PGibbon
 Isabella Yates (student) IY
 Alex Hickey (student) AH
 Marcus Clinton (principal) MC

In attendance: Paul Spearritt (vice principal, curriculum, and quality) PS
 James Eagney (assistant principal) JE
 Sharon Yates (assistant principal) SY (*items 1 and 2 only*)
 John Kendal (assistant principal) JK
 Iain Clarke (assistant principal) IC
 Wendy Watson (head of quality) WW
 Summer Lakin (SU president elect) SL
 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 Alastair Taylor. No declarations were made to the meeting. The meeting was quorate and remained quorate throughout.
1.2	RESOLVED: The minutes of the meeting held on 15 March 2024 and the note of the briefing held on 2 May 2024 were confirmed as a correct record.
1.3	The rolling action log was reviewed for assurance actions complete. It was noted that the review of foundation provision is ongoing at executive level and can be considered at the spring Quality and Standards Committee meeting. JC provided feedback from recent link visit activity in relation to SEN provision at the college.
Corporation Core Function Accountabilities	
2.	Holding executive leaders to account for educational performance and quality of the college and the performance of staff
2.1	Student Report on Student Voice: IY, AH and SL provided an update on the work on student voice with the quality team and student union activities. The RAG fundraising had raised approximately £17,000 so far. The Student Council had benefitted from good attendance at the beginning of the year, but this had dropped a little towards the end of the year, and so this is an area to keep pushing for next year. The new SU members are in place and a smooth transition to maintain momentum next year should be possible to build momentum on student engagement especially with the changes to the timetables next year designed to support this.

	The student summer ball is upcoming, and the SU Strategic Plan is under development which can be shared with the committee and the Board at the next meetings. The committee thanked IY, AH and SL for all the work on student and apprenticeship engagement this year.
2.2	<p>Quality Improvement and KPI Monitoring 2023-24: Assistant Principal JE presented a summary of the report, and a full report had been provided in the papers. His presentation included the impact of the next phase of re-set, impact of interventions in 'requires improvement' areas, KPI monitoring and initial results of the student destination survey. The committee reviewed the quality improvement plan progress as part of the reporting and took assurance on good progress being made. The key points raised in discussion were:</p> <ul style="list-style-type: none"> • Overall, College retention is currently 89.03% against a KPI target of 91.50% and the end position in 2022/23 of 89.10%. • Attendance is currently 90.58%, a 2.50% improvement on the same period last year, despite being below the KPI target of 92.00%. • Performance Grade 3 is being collected ahead of June's deadline. This will give a final projection of expected pass rates and achievement. • The results for technical and BTEC qualifications have been analysed and show a number of positive results. Areas have now put in place intervention plans to support those who did not achieve during this sitting. • The Sport Quality Health Check took place and was graded as good, with reasonable progress against the key lines of enquiry. • The first round of the College's sustained destinations survey has taken place, with all learners who left the College at the end of last academic year. A full analysis of the survey was provided and considered. • Student destination data report provided some excellent data and evidence of curriculum offer meeting skills needs. • High Needs provision is good, with work moving forward on EHCP learner focus in curriculum areas and governor link visits ensuring understanding and oversight. • Academy of Land and Environment remains a key area for improvement, with leadership change taking forwards the improvements already seen to build on this momentum. • Timetabling changes have been progressed for implementation in September • Exam preparation has improved for the re-sits and pass rates will improve this year. • Good progress on careers advice actions with the recent successful Matrix re-accreditation welcomed with some minor actions and significant number of strengths. • The refreshed Career Ready programme is currently taking the feedback from students linking skills to career and building in content such as personal finance, managing finance for business and digital context. • Retention over 2 years risk was discussed and assurance on attendance officers managing this communication with home and continuing over the summer, with increased careers advice and guidance and a specific newsletter for Agriculture students and parents, with additional assurance for the 3rd years coming back on smaller class sizes.

2.3	The executive team provided a presentation on the impact of interventions, including an assessment of the requires improvement (RI) areas, the effectiveness of the rapid action plans, data from the most recent quality health check activity, an overview of staff performance management via the new performance committee and current indications on exam results at this time of the year. Members welcomed the movement from RI to good that has been evident over the year from the interventions put in place. The area of focus remained the Academy of Land and Environment. Leadership change for the new academic year and the impact of these interventions would be closely monitored by the committee. The committee requested a presentation be made to the full board at its July meeting to ensure all governors understand where the college currently is and direction of travel.
3.	Setting, Communicating and Monitoring Strategy - Annual Strategic Plan Objectives
3.1	Strategic Risk Review: JS requested the committee to consider and report to Audit Committee on the following strategic risks: SR3: Quality of provision and student outcomes decline; SR5 Failure to meet employer skills needs and maintain key partnerships. The committee reviewed the actions reported in the meeting and supported keeping quality and student outcomes in FE as a high risk currently until achievement rates can be reviewed. The May 2024 board strategy session provided a strong sense of work going on and the board was satisfied that it could approve the Annual Accountability Statement including its review of how well the college meets skills needs. The College has self-assessed as 'Strong' in this area and the committee considered this area remained well managed. Feedback from curriculum area link visits was discussed. The committee stressed the importance of managers being able to articulate how feedback from employers has impacted the curriculum. Governors would ask questions on this in their link visits.
3.2	RESOLVED: Quality and Standards Committee reports Substantial Assurance on the management control of these areas of strategic risk.
4.	Governance
4.1	Impact Evaluation against the committee's terms of reference (TOR) and cycle of business: The committee reviewed how it has fulfilled its TOR. It had been proactive in 2023-24, with a focus on supportive challenge and monitoring of improvement actions and impacts of these. The committee had impact in reviewing (including at the SAR validation) and recommending the Self-Assessment Report and Quality Improvement Plan and KPI targets and monitoring progress over the year with two additional checkpoint meetings. The committee ensured the full board was sighted on the college performance and the actions and impacts in the requires improvement areas. It had promoted governor link visits to triangulate data reporting, and to show and provide support and encouragement to staff. It had also provided a focus for how well the college meets skills needs, SEN provision and health and safety in the curriculum areas.
4.2	RESOLVED: The committee recommends its TOR for approval and approves its forward plan of business for 2024-25.
5	Closing items
5.1	RESOLVED: The date of the next formal meeting is provisionally Thursday 14 November 2024 at 2pm.

The meeting closed at 4.40pm

Approved as a correct record 14 November 2024

Mike Gorton (Chair)