

HARTLEPOOL COLLEGE OF FURTHER EDUCATION

Minutes of a meeting of the Curriculum and Standards Committee held on Wednesday 13th November 2024 at 5.30pm in room 2.35b

Present:

Ms S Robinson [Chair]
Mr D Hankey

Also in attendance:

Mr M Casey [Vice Principal]
Ms S Harris [Head of School – SEND and Foundation Studies]
Mrs K Dales [Head of Governance]

1 Apologies for absence

Apologies were received from L Kayes, A Kellehear, A Horne and H Hasnain.

2 Declarations of interest relevant to business of the meeting

There were no declarations of interest.

3 Minutes of the previous meeting held on 12th June 2024

The minutes were approved.

4 Matters arising and action points

Action point complete.

5 College Self Assessment report

MC introduced the report and stated that it is a first draft and all comments are welcome. He said that the report includes grades but no single word overall judgement. He then took the Committee through the report section by section.

Introduction/Summary

SR commented that this reads well and provides a very helpful summary. She also commented on 'how the College can improve' and asked whether on English and Maths the College should just own the current position and put the wider context in the main body of the document. MC and DH agreed with this assessment.

Context 2023/24

MC commented that he had put the actual Self Assessment process in the appendices. SR said that she was happy with that.

Headline Strengths

MC said that the College had an 85.6% overall achievement and one of the major strengths is that the College is very inclusive. SR agreed saying that the College really embraces inclusivity.

Quality of Education

SR commented that she found the narrative very dense and it would be helpful to have a summary table giving key performance data complete with comparisons. She felt that this would really help the reader understand the headline position.

DH commented that they had discussed putting the strengths and improvements first in each section.

Personal Development

MC commented that there is some duplication with other sections and SR agreed suggesting that this should be addressed by only saying something once in the main body of the document.

SR also commented on the phrase ‘...vast majority progressing to positive destinations’ asking whether it is possible to actually put a % against this.

Headline Outcomes

SR expressed surprise that High Needs is only judged Good as she feels that the support and integrated pathways for learners is, in her opinion, Outstanding. MC responded that it is due to English and Maths grades. DH commented that it might be worth looking at progression in English and Maths as most did improve.

SR asked whether we need to put grades on. MC has talked to other Colleges and the advice back was to put them on to assist DfE and Ofsted reading it but that it is not mandatory. He then stated that as the College is not currently in scope for Ofsted, it probably would not impact much if they were left off. After discussion it was agreed to remove the judgements before the paper goes to the Board.

Governors Lines of Enquiry

1. Education and Training – narrow the gap between retention and achievement as it is still to wide.
2. English and Maths attendance – SR suggested tracking year on year incremental improvements
3. GCSE high grades
4. Focussed Curriculum reviews – reduce inconsistencies between classes.
5. Apprenticeship compliance – improving documentation for timely reviews and Off the Job evidence.
6. T-Levels – this has been included but with so much uncertainty about the future of T-Levels it may be removed.
7. Tutorial Programme – introduce a more standardised approach.

SR finished the discussion saying that the document is detailed, reflective and very good. DH congratulated MC on completion of his first Self Assessment report and said that he felt that the tone was right.

6 Higher Education Self Assessment report

DH presented the report and said that 2023/24 was a good year in terms of outcomes, progression and student feedback. The only red area in student feedback was learning resources but DH stated that the College is being compared to Universities who have significantly more resources to direct to this area.

The Committee accepted the report.

7 Compliance with Terms of Reference

The Committee approved the report.

8 Any Risk issues to report to Audit Committee

The Committee agreed that there were no issues to report.

9 Any Other Business

None.

10 To agree the date and time of the next meeting

Wednesday 26th February 2025 at 5.30pm in room 2.35b.

ACTION POINTS

Minute	Action	Responsible	Deadline
5	MC to amend the Self Assessment report for Board taking into account the comments from the Committee	MC	December 2024