



STANDARDS AND QUALITY COMMITTEE

Minutes of Meeting on Thursday 9 February 2017

Present:	Mr J Kirk (<i>Chair</i>)	Chair of Governors
	Ms N Cuffy	Governor
	Ms M Moore	Governor
	Ms S Overton-Edwards	Principal
In Attendance:	Mr W Dias	Systems Developer
	Ms T Fazaeli	Consultant
	Mr R Laher	Prospective Governor
	Mr R Mansfield	Clerk

Ref.		Action
Q/17/13	<p>Item 1 – Apologies for Absence: An apology for absence was received from James Bagley. John Kirk welcomed Toni Fazaeli (independent consultant) and Riyaz Laher (of the Madani Schools Federation) to the meeting. Both guests briefly introduced themselves. The meeting was declared quorate.</p>	
Q/17/14	<p>Item 2 – Declarations of Interest in Agenda Items: There were no declarations of interest in agenda items.</p>	
Q/17/15	<p>Item 3 – Minutes of previous Meeting and Matters Arising: The minutes of the meeting on 10 January 2017 were accepted by the Committee as an accurate record and were duly signed by John Kirk. The Committee reviewed the actions specified in the minutes. Suzanne Overton-Edwards reported that following further contact with Regent College a meeting had been arranged with the Vocational Coordinator. Progress on matters relating to Management Information Systems (MIS) would be reported under agenda item 4. The CPD policy had been amended as requested. Catch-up sessions for students who were habitually late were being led by members of the Executive Team.</p>	SOE

Communications about student performance were being strengthened by means of improved reporting, action by Progress Coaches and other staff, and via the forthcoming Parents' Evening.

Q/17/16

Item 4 – Student Performance:

4.1 GCSE Results November 2016

GCSE results were reported under agenda item 8 below.

4.2 Grade Book Data

Will Dias introduced a presentation on the latest developments in reporting on student performance by saying that the MIS team had identified those parts of the Post-Inspection Action Plan (PIAP) that required support from MIS. The focus currently was upon providing information as quickly as possible to as many staff as possible. This meant that current efforts were inevitably piecemeal.

Grade Book

Will Dias showed the systems within Portal+, of which the main element was now the Grade Book. Five periods had been defined when teachers would enter CWA (currently working at) grades for every student. Toni Fazaeli asked whether the grades entered were based on standard marking criteria. Suzanne Overton-Edwards said that the basis of the grades depended on the subject and the period when they were input. Data for period 3 included mock exam results for those subjects where mock exams had been set. John Kirk referred to a previous discussion about confidence factors based upon algorithms being applied to teachers' predictions. Will Dias said that no work had as yet been done on this. John Kirk said he accepted that priorities had to be tackled first, and that it would probably not be possible to compare actual results with predictions until the next academic year. Nelista Cuffy recalled that the Committee had previously been advised about the problems of interpreting spiky profiles if reporting intervals were set too short.

Will Dias then gave a demonstration of how a teacher might use Grade Book data. The system had not yet been developed to provide the full aggregation and drill down facilities required by governors.

John Kirk said that signs of a huge improvement were becoming apparent. He thanked Will Dias and the MIS team for this.

The Committee received the presentation on Grade Book data.

S/17/17

Item 5 – Student Attendance and Retention:

Will Dias presented reports on student attendance data. It was now readily possible for teachers to bring together for classes and individual students grade history and attendance data.

Riyaz Laher asked whether there were comparable reports on student destinations. Will Dias said these had yet to be developed. Suzanne Overton-Edwards explained that the College went to considerable lengths to collect destination data; this was relatively straightforward when students were progressing to higher education, but much more difficult to verify otherwise. Riyaz Laher asked whether students who enrolled with no MEGs (minimum expected grades) were excluded from College statistics, as otherwise these statistics might be skewed. John Kirk said that such students should revert to a default MEG. Riyaz Laher said that if the default MEGs were themselves skewed the problem could still occur. Suzanne Overton-Edwards said that the College went to great lengths to obtain reliable evidence of prior academic achievement, where this was unclear. Riyaz Laher asked the number and percentage of students enrolled without prior data. Will Dias was asked to provide this information at the next meeting of the Committee.

Toni Fazaelli asked whether all the themes in the OfSTED inspection report were being effectively addressed, for example work experience. She also asked when CEDAR would be implemented and what reports it would provide. Will Dias said that a phased approach based upon careful analysis would be needed, as much of the data required by CEDAR were already held in REMS. He thought the main implementation would probably take place in the middle of 2017.

The meeting received the demonstration of reporting on student attendance data.

Will Dias left the meeting.

WD

Q/17/18

Item 6 – Safeguarding:

6.1 PREVENT Action Plan / Update

Suzanne Overton-Edwards explained the format of the PREVENT Action Plan. The plan entailed close working with local and national agencies. She drew particular attention to recent action regarding the College's faith facilities. There had been close liaison with Riyaz Ravat over changes to ensure that use of the rooms was not dominated by any faith group, and external imams were

now leading Friday Prayers. She explained that concerns had been voiced about the content of some sermons delivered by members of staff.

Nelista Cuffy questioned why the PREVENT strategy was not incorporated into the safeguarding policy, rather than standing alone. Suzanne Overton-Edwards said that the two subjects were closely cross-referenced.

The meeting received the report.

Q/17/19

Item 7 – MAPPA Policy:

Suzanne Overton-Edwards introduced the MAPPA policy. This had been very little changed since it was last considered. Nelista Cuffy said that there was no cross-reference in the document to the risks of extremism and terrorism. Suzanne Overton-Edwards agreed but said the policy was based upon a standard document produced by Leicester City Council. It was then suggested that the tracking of 'at risk' students needed to be directly linked to the tracking of the safeguarding cohort. Suzanne Overton-Edwards said that she would look into the feasibility of doing this.

The Committee commended the MAPPA policy to the Board for endorsement.

SOE

Q/17/20

Item 8 – Progress against Strategic Targets:

Suzanne Overton-Edwards presented an oral update on progress against her strategic targets as set out in the paper provided in advance of the meeting. While absolute numbers of offers and acceptances to HE destinations had increased in 2015/2016 this represented a small decline in percentage terms, by contrast with the target to achieve a 3% increase.

There had been a decline in attainment by supported students, although the national rate had remained constant. Attainment by supported students was slightly below that for students who were not statemented. Margo Moore said that the data were not strictly compatible, and that a reported decline in the results of supported students had been inevitable. Suzanne Overton-Edwards said that there was further work to do on this.

The results for the November re-sits in GCSE English and Mathematics had been respectable and ahead of national rates. However there had been a slight reduction in the results for English.

Suzanne Overton-Edwards described actions taken to extend and improve work-related learning. She was asked to bring forward to April the date for review of the impact

of the work experience and employability strategy, and to provide quantified information on the jobs advertised on the job vacancies board.

SOE

Suzanne Overton-Edwards was also asked to provide quantified information on the extent of the use of Moodle.

SOE

The meeting received the report.

Q/17/21

Item 9 – Notes of Performance Improvement Group:

John Kirk presented the notes of the meeting of the Performance Improvement Group on 17 January 2017. The Group was now focused solely on monitoring the PIAP and its implementation. The PIAP had been recast in much more usable form.

The meeting received the notes of the Performance Improvement Group.

Q/17/22

Item 10 – Date and Time of Next Meeting:

The date and time of the next meeting were brought forward to Tuesday 4 April 2017 at 5.30 p.m. at the College.

Q/17/23

Item 11 – Any Other Business:

There was no other business.