



Education Committee Minutes

Meeting	Education Committee	Date	Wednesday 2 March 2022
Location	A110, Canterbury College	Time	2.30pm
Membership	John Korzeniewski (JK, Chair), Graham Razey (Chief Executive Officer), <i>Ella Brocklebank</i> (EB), <i>Richard Brooks</i> (RB), Miranda Chapman (MC), Jason Howard (JH), <i>Natalie Garner</i> (NG), Peter Troke (PT); Ethan Stocker (ES)		
In Attendance	<i>Tammy Mitchell</i> (TM) (CEO EKC Schools Trust) Lucy McLeod (LM) (Chief Further and Higher Education Officer) Nick Holbrook-Sutcliffe (NHS) (Chief Curriculum Officer) Sharon Hollingsworth (Director of Governance) Kerry Hickmott (Minute Clerk) Neala Whybrow (NW) (Director of Education Improvement) for item 8		

(Italics denotes absence)

	ITEM	COMMENTS	ACTION
1	Welcome and apologies for absence	<p>The Chair welcomed members to the meeting.</p> <p>Richard Brooks, Natalie Garner, Ella Brocklebank and Tammy Mitchell sent their apologies.</p> <p>Ethan Stocker, Student member was welcomed to his first Education Committee meeting. Ethan is studying Level 3 Business, year 2 at Sheppey College.</p>	
2	Declarations of Interest	There were no additional declarations to the meeting than those declared as standing.	

3	Minutes of the meeting held 18 November 2021	The minutes and the confidential of the Education Committee meeting held on 18 th November 2021 were reviewed and approved as an accurate record and duly signed by the Chair.	
4	Matters Arising not covered by this agenda	<p>As agreed, Item 12, the Annual Student Progression and Destinations report was distributed to members following the last meeting.</p> <p>The Committee were pleasantly surprised that the progression data has improved. It was acknowledged that the team had worked hard to complete the data. It was noted that the youth unemployment rates in Kent are rising. The market is more buoyant for people with experience.</p>	
5	6 th Form College update	<p>The Chief Curriculum Officer reported on the progress made with A Level provision and questions were invited.</p> <p>The Chief Curriculum Officer advised that there had been further movement since the paper had been written with 212 student applications with 76 offers accepted, as their first choice, to date. There was a significant number of interviews still to take place.</p> <p>It was queried what the minimum student number would be for the provision to run. It was reported that early indications suggest the minimum numbers had already been met and it is looking like a very healthy cohort if this trend continues.</p> <p>Students have voiced their liking of the more mature environment and the wide choice of A Levels on offer.</p> <p>It was noted that an application has been submitted to join to the Tertiary colleges Group.</p> <p>Students will have their own discreet centre at Canterbury College but will have access to college facilities such as the sports and science labs.</p> <p>NOTED - The update on the Sixth Form College.</p>	

6	Safeguarding & Prevent update	<p>The Chief Education Officer presented an update report on the safeguarding arrangements across the Group.</p> <p>A number of safeguarding tutorials have been delivered to students with an additional tutorial recently added with regard to the Ukraine situation. The student governor advised that he had not received this tutorial to date, and LM offered to follow this matter up</p> <p>The Safeguarding action plan is reviewed termly by the Safeguarding Committee.</p> <p>A review is being carried out of the training available for the safeguarding officers to ensure they are fully equipped to deal with the increase in cases.</p> <p>The sub-groups of students identified as high risk have the most pastoral support from the mentors. There is additional financial support and mentors that focus on care leavers.</p> <p>The student governor confirmed that in line with student feedback, he felt safe within college and students know where to go and who to speak to should they need to.</p> <p>A governor noted that suicidal tendencies are high, and it was queried what flags a student as suicidal. It was acknowledged that the number is high nationally, and young people are open about having suicidal thoughts.</p> <p>It was acknowledged that there is more low level disruption/immature behaviour now that students are back at College, following the pandemic. Some students who preferred being at home are struggling with the wider environment.</p> <p>A governor noted that this is not limited to college students and is being noticed with employees too.</p>	LM
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	<p>A governor queried where mentors go for support and to offload their cases and concerns. Assurance was given that there is the facility and space for mentors to share and offload their concerns with their colleagues and supervisors.</p> <p>The Chief Education Officer advised that Colleges have all been asked to undertake 3 focus groups with students. One activity is giving them a site map of their college and students are asked to colour code red, orange and green, in line with the areas where they do and do not feel safe. Students are being asked for their feedback on what other measures they would like in place. Governors were mindful that in accordance with any Ofsted visit, they need to demonstrate the impact being made. Local College Boards can ask their college leadership team for feedback from the exercise. It was suggested that this is included on the next LCB agenda.</p> <p>The student governor advised that following his input at the last Local College Board meeting, it was evident that the student voice is listened to and can effect change such as the addition of a new councillor at Sheppey College.</p> <p>A governor who had recently visited a Junior College noted that students were marked as absent whether they are off with flu or have been sent home and asked if this was normal practice.</p> <p>It was confirmed that students are either present or they are not, regardless of the reason for absence. The only occasion where an alternative mark is used was for when students were learning virtually. This is because if students have missed study, the reason is immaterial, however student welfare is picked up through the usual safeguarding channels via the student mentor.</p> <p>The Chief Education Officer will respond to the Chair on the process of dealing with absent students. This will be picked up as a matter arising at the next meeting.</p> <p style="text-align: center;">NOTED - The update on safeguarding and prevent</p>	LM
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7	<p>Mid-Year Position Statement and QIP 2021-22 Further Education</p>	<p>The Chief Education Officer presented a paper outlining the mid-year position, which is graded at Good with Outstanding features.</p> <p>It was acknowledged that the FE Commissioner visit, and the Ofsted Monitoring visit has assisted in validating our position.</p> <p>It was noted that LM, NH-S and Victoria Copp-Crawley are now trained Ofsted Inspectors, and this has helped to focus on the good and the areas requiring improvement.</p> <p>It was acknowledged that a more strategic approach is required in working with employer's needs at programme level. Miranda Chapman offered to assist with employer links and engagement.</p> <p>The Chair advised that the Ofsted monitoring visit report was a delight to read. The report was very concise and useful document. The biggest challenge appears to be having the confidence to say we are outstanding.</p> <p>The Chief Education Officer advised that we rank ourselves against the inspection framework. In addition, there is a peer review where we bring in external reviewers to validate our judgement. This could be a principal from the sector/employers/stakeholders/governors. LM to update the Committee on the external validation process.</p> <p>It was noted that better attainment is required to reach outstanding.</p> <p>The Chair was keen to have a better understanding of the impact being made by governors. The Local College Board chairs need to be able to articulate what is being undertaken at a local level.</p> <p>A governor noted that the wording in the report 'Areas not yet Good' gives the impression there are areas that 'require improvement' It was agreed that this - would be reviewed next year in view of aiming to be outstanding.</p>	LM
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8	English and Maths – Progress and Developments	<p>[NW attended for this item]</p> <p>The Director of Education Improvement presented a report on the progress and development of maths and English.</p> <p>It was acknowledged that the attendance for maths and English has had an impact for functional skills particularly. However, there had been a focus on the completion of the Speaking and Listening functional skills component, and this now has over 70% completion rates to date.</p> <p>The intensive focus maths and English programmes are having a good impact.</p> <p>The Director of Education Improvement announced that the awarding body Pearson have advised us that we are number 1 college in Level 1 Maths first time pass rates nationally, with achievement of 45% compared to 22.5% nationally.</p> <p>It was noted that there was a focus on when students are entered for exams as many are being put in too early and failing. A review is being undertaken of the collaborative resources on the Assessment checkpoint data to ensure they are ready.</p> <p>The Director of Education Improvement has planned to join Principals on deep dives of maths and English which will also look at how resources are being implemented.</p> <p>A report was requested for next meeting on the correlation of those students who pass their maths and English compared to those who pass their main qualification.</p>	LM/NW

		<p>It was queried whether best practices are shared across the Group, particularly where attendance is high.</p> <p>It was noted that all colleges have termly themes for Teaching, Learning and Assessment. The size of the college is also a factor. Sheppey College has a model where students study maths and English on one day. It was noted that staff at Sheppey College all own English and maths, and as a result they have better attendance. The CEO commented there is also evidence that supports the model of 40 minutes of English and maths every day is beneficial.</p> <p>TLA 'grab and go' sessions and good practice sessions are useful for sharing good practice.</p> <p>NOTED - The progress and developments in maths and English</p>	
9	Standards of teaching, learning and assessment update including CPIs	<p>The Chief Education Officer updated the Committee on standards of teaching, learning and assessment including CPIs.</p> <p>The focus in terms 1 and 2 was on the wider student experience as well as the quality of education, which had been affected due to the pandemic, but was now improving.</p> <p>The student governor advised that it depended on the individual, but Covid had undoubtedly impacted students. It was an unstable part of life in a phase where that is critical for students.</p> <p>Withdrawal trends need to be examined at college and departmental level. The external factor should not be an excuse. The Chairs of Local College boards were urged to discuss the data with their Principals and demonstrate that there are not pockets that are down to poor Teaching, Learning and Assessment.</p> <p>A governor noted that the fallout from the pandemic was significantly affecting primary schools too. Children have fallen into bad habits such as having their time off school for birthdays and special occasions. School attendance feels more optional following covid.</p>	

		Local College Boards should look at trends of attendance and retention. NOTED – The report on the standards of teaching, learning and assessment including CPIs	
10	Mid-Year Review of Nurseries QIP 2021 – 2022	The Quality Improvement Plan was noted. Governors queried whether there were still any issues with Covid effecting the nurseries. It was noted that recruitment of staff is a challenge. NOTED – The mid-year review of Nurseries QIP 2021-22	
11	HE Admissions Policy Student Admissions Policy	The HE Admissions Policy was presented. The minor changes that were presented were accepted. The Student Admissions Policy had been updated in-line with recruiting international students, primarily for sixth form with a view to targeting 30 students in year 1. Paragraph 2.2 was queried where it stated that the college does not accept electively home educated students. This is correct unless they come through the Junior College route. RESOLVED - The amendments to the HE Admissions Policy and the Student Admissions Policy	
12	Feedback/Minutes of the Local Boards	The Chair invited feedback from the Local College Board Chairs. <u>Ashford College</u> MC advised that the last Board meeting was not well attended, however all members sent in their notes and feedback on the papers. Particular reference was made on the inclusion of Ashford College in the recent announcement with Brompton Bicycles, which was excellent news for the area.	

	<p><u>Broadstairs College</u> PT noted that the recent workshop fire had caused a set-back, but it was good to see how staff and students had rallied to support the college. It was noted that there was still a problem with Wi-Fi despite the recent Group investment of £3/4 million.</p> <p><u>Canterbury College</u> JK noted a presentation from the Head of Health and Social Care along with the attendance of three T Level students on their experience. The importance of the employer relationship was acknowledged. Students felt they were more independent learners compared to their friends at school. Feedback from learner walks was also an interesting item that was presented at the last meeting.</p> <p><u>Dover Technical Board</u> RB was not present at the meeting. No issues were raised.</p> <p><u>Folkestone College</u> EB was not present at the meeting. No issues were raised.</p> <p><u>Sheppey College</u> JH advised that there was a focus on getting members back in college and undertaking learner walks.</p> <p>They had met with a group of English and maths students and had a good discussion on the location of student mentor office.</p> <p>It was suggested that Paul Sayers, Chief Strategy Officer, is invited to the next meeting to discuss the Sheppey College expansion, to gain feedback from the Board on the Levelling Up fund. It was good to reignite the level 3 and T Level debate to ensure there are more technical facilities e.g., engineering. It was noted that the Council were willing to give up their car park for an expansion.</p>	SH
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13	Any Other Business	<p>The student governor requested additional resource around entrepreneurship and business start-ups, in the same way that the is advice and guidance for jobs and university. It was felt that colleges need to lead on a qualification in entrepreneurship.</p> <p>The Chief Education Officer will address this in a paper for the next meeting.</p>	LM
14	Matters Considered Confidential	There were no matters considered to be confidential.	
15	Date and Time of Next Meeting	Thursday, 16 June 2022 at 2.30pm.	

There being no further business the meeting closed at 16:44

Signed: J.M. Korzeniewski

Print: J.M. KORZENIEWSKI

Date: 16/6/22