



**MINUTES  
ACADEMIC STANDARDS & PERFORMANCE  
(ASPC) COMMITTEE**

Date: Wednesday 26 February 2019  
Venue: Executive Boardroom, Stratford Campus  
Time: 6:00pm

<b>Chair</b>	Linda Jordan
<b>Corporation Members</b>	Andrew Edwards, Paul Stephen, Quintin Peppiatt
<b>Co-opted Member</b>	Chief Executive Officer – NEWTEC: Pat Edwards
<b>In Attendance</b>	Deputy Principal, Curriculum & Quality: Janet Gardner
<b>Clerk to the Corporation</b>	Judith Nelson

<b>Item No</b>	<b>Item of business</b>
<b>PRELIMINARY PROCEDURAL MATTERS</b>	
1.	<b>Chair's Welcome &amp; Opening Remarks</b> The Chair welcomed all members.
2.	<b>Apologies For Absence</b> <ul style="list-style-type: none"> <li>▪ Quintin Peppiatt</li> </ul>
3.	<b>Declaration of Interests</b> <ul style="list-style-type: none"> <li>▪ Linda Jordan and Pat Edwards in relation to any matters concerning NewTEC</li> <li>▪ Paul Stephen in relation to any matters concerning Digital Skills Solutions Limited</li> </ul>
4.	<b>Minutes of the Last Meeting Held on 13 June 2018</b> The minutes were signed as a true and accurate record.
5.	<b>Matters Arising and Action Points from the Meeting</b> There were no outstanding items to report.
<b>ITEMS FOR CHALLENGE, MONITORING &amp; REVIEW</b>	
6.	<b>Teaching, Learning &amp; Assessment Report 2018/19</b> The Deputy Principal made members aware: <ul style="list-style-type: none"> <li>▪ The current teaching and learning observation grade profile to date is 78% which is in line with the planned schedule.</li> <li>▪ 84% of the lessons observed were good or better. Grade 4s do need to be eradicated.</li> <li>▪ ESOL, Centre for Innovation and Partnerships (CIPs), Engineering and Construction and Higher Education (HE) have been completed in full.</li> <li>▪ The teaching and learning profile following intervention and support is as follows: <ul style="list-style-type: none"> <li>- 29% outstanding (+13% compared to 2017/18)</li> <li>- 55% good (-11% compared to 2017/18)</li> <li>- 12% requires improvement (-3% compared to 2017/18)</li> <li>- 4% inadequate (+3% compared to 2017/18)</li> </ul> </li> <li>▪ It was pleasing to note 86% of teaching and learning is judged as good or better. This is in line with the College target of 86% good or better teaching for 2018/19 and 2% above the final outturn of 84% in 2017/18.</li> <li>▪ A pilot process of ungraded observations has taken place in Hair &amp; Beauty and is currently on-going in the SEND area.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ All teachers delivering level 3 courses have received or in the process of receiving 1:1 support from members of the Quality team and advanced practitioners. This is a key priority for improving the quality of teaching and learning. Early evidence of impact is positive: the teaching and learning grade profile for level 3 courses is currently 75%, an improvement of 9% compared to 2017/18 (63%).</li> </ul> <p>Members noted the actions taken to further improve the quality of teaching:</p> <ul style="list-style-type: none"> <li>▪ Continued use of Advanced Practitioners in-year to support CPD, particularly for teachers observed as a grade 3 or 4, and for new teachers.</li> <li>▪ Managers will undertake further Learning Walks to monitor the progress of improvements against key themes</li> <li>▪ Another paper moderation for all observers will take place in March 2019 to maintain integrity in standards and support observer managers in their judgements and report writing practices</li> <li>▪ Quality Team will monitor and maintain formal observation completion records to keep to target of completion and support</li> <li>▪ The Directors of Curriculum will support managers to complete re-observations in a timely fashion in year and attend moderation activities</li> <li>▪ All teachers with a session graded as inadequate or requires improvement will have intensive coaching and support from an Advanced Practitioner and a prompt re-observation within 4-6 weeks</li> <li>▪ Staff who have received additional support and re-observation and remain a grade 4 or grade 3 are progressed through formal performance management procedures.</li> </ul>
7.	<p><b>Quality Improvement Plan (QIP)</b></p> <p>Members noted the progress made as follows:</p> <ul style="list-style-type: none"> <li>▪ A total of 26 actions were agreed to address the areas identified as requiring further improvement in the College self-assessment report (SAR) for 2017/18.</li> <li>▪ The College is making good progress against actions and the majority is on track for completion and required impact.</li> <li>▪ Of the 26 actions, 3 have made limited progress or impact, 21 are making good progress and 2 have already been completed.</li> </ul>
8.	<p><b>Minimum Levels of Performance (MLP) &amp; Notices to Improve 2016/17 Update:</b></p> <p>Members noted:</p> <ul style="list-style-type: none"> <li>▪ The College's Qualifications Achievement Rates (QAR); and Minimum Level of Performance (MLP) data for 2017/18.</li> <li>▪ The College has had positive meetings with the ESFA and early indications are that the Notice to Improve may be lifted once the national data set is released in March. The progress against both of these Notices to Improve has been significant and is looking positive at this time.</li> <li>▪ For Academic Qualifications the College remains significantly below the national average at -0.67 in 2017/18. This relates to 26 learners who were entered for A level re-sit exams only via a 'private exam arrangement' and did not attend the College for any part of their course. The College will cease this arrangement with immediate effect.</li> <li>▪ The College will not receive its 2017/18 Value Added data until March, however in the most recent data published, the College had a value added score of -0.23 for applied general qualifications, which has significantly improved from the previous score of -0.67.</li> </ul> <p>Members noted the actions and progress made in improving performance to exceed minimum levels of performance:</p> <ul style="list-style-type: none"> <li>▪ Monitoring the progress of improvements, particularly with areas currently under a Notice to Improve (NTI);</li> <li>▪ Regular quality &amp; performance reviews for curriculum areas;</li> <li>▪ In-year achievement boards for College Apprenticeships and subcontractors every 6 weeks to monitor progress in achievement;</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Updates against Quality Improvement Plan (QIP) actions at College and curriculum area level; and</li> <li>▪ Regular progress visits to external subcontracted provision throughout the year.</li> </ul>
9.	<p><b>In Year Performance Report 2018-19</b> Members noted:</p> <ul style="list-style-type: none"> <li>▪ The overall College retention is at 94% which remains above the national rate of 92.9% and +1% above the College target</li> <li>▪ Retention rate for 16-18 year olds is 95.1%</li> <li>▪ Retention rate for adults is 98.2%</li> <li>▪ Attendance is at 86% which is -1% below target of 87%</li> </ul>
10.	<p><b>MiDES Progression Data Report</b> Members noted:</p> <ul style="list-style-type: none"> <li>▪ The College's success in supporting learners into higher levels of study compared to other London and national FE colleges.</li> <li>▪ The data source is from MiDES, a voluntary data exchange that measures student progress this year from a learner's highest level of learning in 2017/18.</li> <li>▪ MiDES shows that the College supported more learners into higher levels of learning across all curriculum areas and age groups.</li> <li>▪ The single exception is learning difficulty or disability (LDD). In 2018/19 we made changes to both the curriculum offer and transition processes for learners with LLD to support further the progression to higher level programmes in 2019/20.</li> <li>▪ Progression activities have been bought forward this year and will start in March; the areas that require improvement within this report; will have an additional focus to ensure improvements for 2018/19.</li> </ul>
11.	<p><b>Ofsted Education Inspection Framework 2019</b> Members received the presentation relating to the updated Ofsted inspection framework for 2019. Noting the judgement areas as:</p> <ul style="list-style-type: none"> <li>▪ Quality of Education <ul style="list-style-type: none"> <li>○ Curriculum design, coverage and appropriateness</li> <li>○ Curriculum delivery</li> <li>○ Teaching (pedagogy)</li> <li>○ Assessment (formative and summative)</li> <li>○ Attainment (qualifications &amp; assessments)</li> <li>○ Progress</li> <li>○ Knowledge and skill development</li> <li>○ Destinations</li> </ul> </li> <li>▪ Behaviour and Attitudes <ul style="list-style-type: none"> <li>○ Attitudes to learning</li> <li>○ Behaviour</li> <li>○ Attendance &amp; punctuality</li> <li>○ Respect</li> </ul> </li> <li>▪ Personal Development <ul style="list-style-type: none"> <li>○ Enrichment</li> <li>○ FBV</li> <li>○ Careers guidance</li> <li>○ Health and well-being</li> <li>○ Citizenship</li> <li>○ Equality &amp; diversity</li> <li>○ Preparation for next steps</li> </ul> </li> <li>▪ Leadership &amp; Management <ul style="list-style-type: none"> <li>○ Vision &amp; ethos</li> <li>○ Staff development</li> <li>○ Staff workload and well-being</li> <li>○ Student experience</li> <li>○ Governance / oversight</li> </ul> </li> </ul>

Item No	Item of business
	<ul style="list-style-type: none"> <li>○ Safeguarding</li> </ul>
12.	<p><b>Meeting Schedule for 2018-19</b>  The Committee noted the date of the next meeting as follows:   12 June 2019 – Stratford Campus @ 6:00pm</p>

Signed .....  
Linda Jordan

Date 12 June 2019