

Quality & Standards Committee

Monday 20th February 2017

Minutes

Present: Lynn Blades
Ben Charles (Chair)
Daisy Corder
Amanda Forshaw
Marco Macchitella
Annick Jenkin
Gloria Wells

In Attendance: Ian Hooper
John Rubinstein
Peter Thompson
Beth Yap

1.	Governance
2.	Minutes of Previous Meetings
3.	Matters Arising
4.	Self-Assessment Report
5.	In-Year Student Progress
6.	Quality Improvement Plan
7.	Risk Management
8.	AOB
9.	Dates of Next Meetings

1. Governance

1.1 Apologies for Absence

Cindy Berman.

1.2 Declaration of Interest

None.

2. Minutes of the Previous Meeting

2.1 The minutes of the meeting of 5th December 2016 were approved and signed by the Chair.

2.2 As no minute was deemed to be confidential, the minutes would be uploaded to the College website in their entirety.

BY to upload to web

3. Matters Arising

4.0 The Principal informed the Committee that he and the Vice-Principal attended a meeting of the Maple Group where value-added was discussed in detail. John explained that Woodhouse's value-added was amongst the lowest in the group and being in London could be a possible factor, given the improvement in GCSE results in London schools. In addition to this, Woodhouse has higher entry criteria than many of the Maple Group College's meaning that positive value-added is harder to achieve.

4. Self-Assessment Report

Ian Hooper presented the Committee with the 2015-16 self-assessment report, explaining how the College assesses itself against the three main areas of Ofsted criteria.

Leadership and management at the College is good, with a clear, ambitious vision for the future. In addition to this, there is good morale amongst staff and strong governance. However, there is further work to do in training staff in target-setting and behaviour management.

Teaching and learning at the College is also good with knowledgeable teachers who have high expectations of their students. Learning walks show that most teaching in the College is good or better. However, there are still areas for improvement such as increasing the amount and nature of work that students carry out outside of the classroom, whilst ensuring they develop key skills such as resilience.

Ian explained that the College's greatest strength is personal development, behaviour and welfare. Students are offered a rich menu from which to choose beyond their A Levels and a good range of support for progression. However, behaviour within the College has not been as good as normal this year. In addition to this, many students do not take full advantage of the opportunities available to them.

The Committee noted the improvements that are currently underway at the College, which include changing the structure of middle management, training staff on resilience and behaviour management and decreasing the time and space for student socialising.

In addition to this there are a number of changes that will be implemented next year, which will include a change to the timetable (given the removal of AS levels), additional tutorial time, Woodhouse Plus and a stronger induction programme.

The Committee was then shown the 'dashboard' data that the College now holds for students, which includes attendance, progress, results and any cause for congratulations or concern. In response to a question from governors, Ian explained that this data is available to parents but when there is serious concern a letter will be sent home. However, when this is done is sometimes left to individual teachers.

The Committee expressed some concerns as to a lack of consistency across the College regarding consequences. The Principal explained that there is more consistency across the College since the change of the middle management structure. In addition to this, staff have particularly focused on improving attendance this year, which has yielded improvements across the College. However, this sort of approach has not successfully been implemented regarding academic achievement, as some students are struggling despite trying hard. The College will have to think further about getting the right students on the right courses and the nature of early assessment to gauge this early.

IH to present overview of reports at next meeting.

Ian explained that there is an increasing skills gap for students given the jump from GCSE to A Level and the Committee questioned how the students found this. The students explained that this varies from subject to subject and further work could be done on induction to explain expectations, how to study, how to get full marks on exam questions and how to approach individual subjects. The Committee agreed that these sessions should be mandatory for students during their first week of College.

The Committee requested further information on the progress and value-added of students, particularly girls, in STEM subjects across the Maple Group.

Noting that the College has graded its overall effectiveness as 'good', the Committee requested that the College makes it explicit that the overall aim is to become 'outstanding' again. The Clerk agreed to re-circulate the papers from the last meeting that show achievement trends.

JR/IH to feedback from Maple Group.

IH to circulate Inspectors Handbook with criteria for an outstanding College. BY to recirculate papers.

5. In-Year Student Progress

Peter Thompson presented the Committee with an overview of in-year progress, explaining that this has been taken from the January mock exams. This is the second year that the College has held a mock exam week and much has been done to raise the profile of this.

The Committee drew attention to last year's mock results and the actual grades that were achieved, noting the difference in subjects such as maths and business studies.

The College is considering whether to move the mocks to February next year, as these are currently held in the first week back in January and may not allow the students as much time to revise.

In response to a question from governors, Peter explained that the mock results are compared to a student's minimum achievement grade and target grade. Students are informed whether they have achieved under their expected grade and are given tutor time to reflect on this. After the mock exams many students choose to drop a subject but this won't be the case next year when 3 courses will be taken by the majority of students. are mandatory.

Students who achieved E or U grades in their mock exams are required to retake these as achieving such a low grade motivates many to action.

6. Quality Improvement Plan

Peter Thompson presented the Committee with the latest quality improvement plan reminding that the two main targets for the College are to improve high grades in A Level STEM subjects and to improve A-Level value-added in all subjects. Peter highlighted the actions that have taken place across the College since the beginning of the academic year.

In response to a question from governors, John explained that the late rule has been abolished but most teachers don't allow students into their lessons after 15 minutes. However 60.7% of students have at least 95% attendance compared

with 48.1% of students this time last year.

In response to a question from governors, Peter explained that maths students did not welcome upper sixth students running tutorials and would prefer teachers to run these.

7. Risk Management

The Committee considered the risk management plan, noting the risks for which it has responsibility. In particular, the Principal drew attention to the risk of the College losing its ‘outstanding’ status explaining that Ofsted are extremely focused on value-added, which could see the College reverting to good.

The Committee noted that the retention rate is currently 99.4% and the few students who do leave the College do so for health reasons.

8. Any Other Business

The Committee agreed that teaching and learning should become a standing item on the agenda once again.

BY to add to next agenda.

9. Dates of Next Meetings

20 th March 2017	BOARD
19 th June 2017	Quality & Standards Committee
10 th July 2017	BOARD

The meeting concluded at 7:37pm