

**Barnet and Southgate College Corporation
Quality of Teaching & Student Experience Committee meeting
held on Monday 7th October 2024
At 17:30 on Teams**

Present: Jenny Jarvis, Chair
Neil Coker, CEO & Principal
Tulay Rashid-Grant (from 6.10pm)
Elita Eliades

In attendance: Maxine Bagshaw, Director of Governance
Victoria Cornwell-Lyons, Deputy Principal

Item	Description	Action
1	Preliminary items i) Apologies for absence Apologies for absence were received from Mark Taylor and Chalene Scott. ii) Declarations of interest No specific declarations were made, and standing declarations were noted. iii) Notification of urgent business Director of Governance and the Chair confirmed that no matters had been raised in advance of the meeting.	
2	Minutes of the previous meeting Committee considered the minutes of the meeting held on 17th June 2024 and were content that they were an accurate record of discussions. AGREED: to approve the minutes of the meeting held on 17th June 2024. There were no matters arising. Committee were happy to note the content of the actions progress tracker.	
3	2024 Emerging Outcomes	

	The Deputy Principal provided a presentation with key matters highlighted including: • Information provided today is simply for noting as it is the emerging rather than the final data position. • The detail which sits underneath the headline statistics is what is important, including the detailed analysis. • There are still some missing achievements, and staff are working through any issues to reach a final position. There are several different reasons for the missing data, not all of which are within the colleges control and an example given was delays by the quality team at City & Guilds. It was explained that this is not an issue specific to BSC and that other colleges will also be in the same position. It was confirmed that this issue is across several curriculum areas rather than just one. Committee Chair asked how much of an impact this is having on reaching a final position. Deputy Principal confirmed that, whilst it is a relatively small number, it can have an impact in terms of the final position being either above or below national averages. She advised that a larger issue is exam team capacity which has led to a backlog that is currently being worked on. Team is now up to capacity and are working hard to reach a final position internally. Governors' attention was drawn to the slides with key matters highlighted including: • Slide 1 – this shows the current position and potential best case percentage achievement. Also provided are the national averages and 3-year trend. - There are 2 key indicators to focus on, these are: 1) The 3-year trajectory and whether or not it is an improving picture 2) Where the college currently is, best case and comparison with national average - For 16-18 year olds current position is 71.9%, national average is 78.1% and best case 76.8%. College wants to be as close to national average as possible and showing an improving trend. Governors asked what the confidence level is in getting to 'best case'. Deputy Principal indicated that it varies across the subjects. By way of example, she confirmed that electrical provision is just going through the final SAR meetings and based on this there is confidence that they will achieve the best case. For other departments there is not so much confidence at this stage. Committee asked what the impact of trends and being below national average at next inspection will be. Deputy Principal reminded that when looking at 3-year trends earlier years were impacted by CAGs and TAGs with 21/22 impacted by national adjustments. She expressed the view that around 3% below national average would be considered as 'hovering' but anything less than this would be a concern. That said, she highlighted the fact that some colleges recently graded as good by Ofsted do not	
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	have great data which could be reflective of a national issue. She confirmed that achieving the best case would be an improvement on all areas since last year. • Slide 2 provides 16-18 position excluding maths and English. Position is similar. • Slide 3 – this shows achievement rates by level and age - Level 2 is looking safe and strong - Level 1 is problematic and specific examples given were ESOL and foundation learning - Level 3 is complicated for 16-18 year olds because of the 'A Level influence'. - A Level position impacted significantly because of the number of enrolments rather than the number of students. A Levels impacted by prior year retention from year 1 to year 2. - Best case is just within the 'hovering' position but is better than last year - Retention has impacted on the potential best-case situation. This was known last year and reported on transparently. • Slide 4 – Maths and English achievement - 16-18 is looking good - Functional Skills is not - 19+ English is slightly under national average as is maths however all are improvements on the prior year - For Functional Skills English is looking poor. Maths is below national average but not as significantly as English. Observation by the committee was that they would wish to look at the Maths and English strategy and outcomes in more detail by way of a deep dive at a future meeting (Deputy Principal, 2024/25). Governors asked when final data will be known. Deputy Principal indicated that it will be in 1 weeks' time. It was agreed that she would circulate an update to committee members once known (Deputy Principal, October 2024). • Slide 5 – high grades and A Level - A Level and AS needs to be improved - GCSE position is stronger • Slide 6 – high grade technical qualifications - For 16-18 year olds the college has only got this year's data and not a 3 year trend - Position is presented for both a) Just distinctions & b) Distinctions and merits - Merits and distinctions combined position is a strong picture - 19+ merit and distinction position is looking strong - This shows a culture of 'not just passing' with the college ensuring high aspirations.	
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	Committee asked whether data is reviewed with a focus on diversity. Deputy Principal confirmed that data can be split in this way and is analysed. • Slide 7 – strongest and weakest areas of provision. These are split down into areas a) Above national average b) Could still be above national average c) Those expected to be below - Whilst engineering will be below national average it has improved by between 16 and 22 percentage points - No T Level data included Committee all agreed that the areas identified as likely to be under national averages will inform agreed deep dives for the committee this year. AGREED: to note the content of the update provided.	
4	QIP 2023/24 - End of Year Report Governors thanked the Deputy Principal for the comprehensive document circulated in advance and it was agreed that discussions at the meeting would focus on aspects identified as having limited progress i.e. in class support alongside those elements only having 'some progress'. Chair asked how the college feels about the end of year position. CEO expressed the view that it is important not just to focus on what still needs to improve as there have been improvements in many areas. Whilst there are still aspects to rollover into this academic year there is a need to avoid the college taking a pessimistic approach. All agreed that it was important to acknowledge the improvements over the last 3 years as this gives reassurance. Key matters highlighted were: • A lot of work done to improve apprenticeship provision with excellent progress having been made • A change in the high grades culture • In class support still an area of concern. Deputy Principal indicated that this is because further evidence is required, and the college will be conducting an external review to support this. She explained that some of the reasons for support requested do not hit the ALS criteria for support which is a challenge and examples given were low level disruptive behaviour, anxiety, depression, low level autism etc. • In some areas there are high numbers of students with need which has led and is leading to a capacity/resource issue. • A strategy to address is staff development, however this is not an easy solution. CEO confirmed this is an issue that UCU raise frequently i.e. additional demands on teachers as there is not enough ALS support provided. • More collaborative working between teachers and support teams will make a different	

	- In relation to sequencing and planning to ensure students are ready for external exams – there has been good progress Committee asked which elements will feature highly in the next QIP. Staff advised that there are several areas including: - ESOL – Committee asked what the plans are in relation to this. It was explained that this is a new area of concern as provision self-assessed strongly last year. All agreed that this needed to be an area of focus given the volume of students enrolled and they will also be classed as a vulnerable group. - Attendance - Participation in cross college enrichment - College is making some improvements regarding the collection of progression data however collecting destinations data is still a problem. Committee asked whether ESOL will move into the performance clinic process. It was confirmed that it will. Governors asked whether the college uses an external company to collect destinations data. It was confirmed that it does but unfortunately what the company collects does not align with what Ofsted want to see which leads to a mismatch. Question and challenge from one governor was whether the 16-18 cohort is a concern and particularly whether Maths and English results are propping up the vocational position. Deputy Principal indicated that this was not the case with the picture being similar with and without maths and English results included. She confirmed a positive position regarding high grades for 16-18 year olds. There are some exceptional vocational areas, however there are others that the college knows still needs to improve. AGREED: to note the content of the update provided.	
5	Safeguarding In the absence of the DSL committee were happy to take the information provided as presented. CEO confirmed that the external audit report had been provided for information and provided assurance that it has been reviewed internally with staff challenged where needed. Expectation is that an action plan will follow. Follow up report in relation to sports provision has also now been completed. Whilst some recommendations there are no significant concerns, with the external audit confirming that safeguarding practices are sound. CEO advised that he specifically asked auditors to share what 'exceptional' safeguarding looks like and therefore the report provided really focuses on stretch and challenge. It will inform part of the 2024/25 plans. Committee all agreed that the approach taken by the audit was pleasing to see i.e. a very structured approach and not a generic review. Link governor for safeguarding then provided feedback including:	

	• She has a meeting with the DSL regularly and there have been conversations unpicking the detail of the audit report • It is important for governors and the senior team to remember the real-life impact that the safeguarding team have • The work done by the team is significant • College has a positive impact on communities • Recommendations are being progressed. College needs a plan to show how it will respond, and one example given was in relation to access arrangements. • There is confidence regarding the policies and processes in place and it was now a matter of getting to the 'exceptional'. Committees' attention was then drawn to the proposed changes to the Safeguarding Policy and all agreed that they were self-explanatory and in line with legislative changes. On this basis they were happy to recommend to the board for approval. AGREED to: a) Note the content of the Safeguarding Annual Report for 2023/24 b) Note the outcome of the external review undertaken c) Recommend that the board approve the updated Safeguarding Policy as presented, and d) Note the content of link governor feedback provided	
6	Quality Assurance Score Card – 2023/24 Impact Review Deputy Principal reflected on the format and content of the score card in 2023/24 and then explained the intentions for this academic year. She confirmed that in some areas there are changes but in other areas position/content has stayed the same. Key matters highlighted included: • Customer perspective – survey questions remain as they are. College gets very good and regular student feedback which is important. • Internal perspective – college is not changing the measures but has changed some of the targets and frequency of checking. One example given was a higher target for attendance set at 90%. This raises the RAG rating threshold and ensures interventions are early and appropriate. Frequencies have been amended so that they are more in line with internal processes. One significant change is how the college measures teaching and learning. Whilst still using the ETF framework, college has now introduced an end of year measure for a number of areas. Completion rates are being introduced for several aspects and one example given was staff engagement with training. Committee were advised that staff will start to populate the score card as the year progresses. AGREED: to note the content of the update provided.	

7	Teaching, Learning and Performance report Committee thanked the Deputy Principal for the detailed report circulated in advance and all agreed that they were assured regarding the Learning Excellence framework in place. Governors acknowledged that it was clear to see the actions planned and that there was confidence that there is a really rich approach being taken. Challenge from the committee was that they would want to see these elements cross referenced in future reports so that the links can be made and examples given were learning walks, student visits, student feedback etc. Committee agreed that they would want to be able to articulate the impact that this framework has. Deputy Principal confirmed that a lot of the content was used to inform the most recent staff development day which was well received. Assurance was given that quite a lot planned is already taking place. AGREED: to note the content of the update provided.	
8	Deep Dive – Attendance – Findings follow up report Committee were happy to note the content of the report provided with key matters highlighted including: • Very important work is taking place to improve attendance • Start of the year has been a real focus and examples given were timetabling, enrolment and induction • A really significant review of enrolment was completed last year however there have been a number of implementation issues this year and an example given was because of staff sickness. Intention is to look again at processes with a focus on the learner journey i.e. how enrolment leads to induction. There will be a root and branch review. • Senior staff are critically reviewing the attendance and retention strategy with a key focus on implementation One governor observed that it was really pleasing to see rewards being used as well as penalties in the strategy. One governor asked whether the college has 'authorised absences'. Staff confirmed that it does. Challenge from the committee was that they would want to ensure that these don't mask a larger problem. Assurance was given that the college monitors attendance statistics both with and without authorised absence so that there is absolute clarity. AGREED: to note the content of the update provided.	
9	Headline AFI's - 2023/24 yearend CEO provided a verbal update and reminded that the position will not be finalised until all data is known. Key matters highlighted included: • A Level retention and high grades -College has a capped retention position for prior year -Pass rate has improved	

	-High grades position has not improved • Sports provision for 16-18 year olds has improved • There is a mixed picture in terms of the high grade profile • Level 1 outcomes have not improved • Apprenticeship provision is emerging as outstanding • Adult provision is still to be confirmed • High needs provision is a very strong good • There is still work to do in relation to study programmes. This is in pockets. • Electrical and engineering provision have moved from requires improvement to good • Behaviour and attitudes still need to improve • Still improvement required in the collecting of destinations data • In relation to leadership and management, there have been some improvements but still some elements to rollover in to this academic year. Challenge from the committee was to articulate how this groups focus has led to improvements/impact. AGREED: to note the content of the update provided.	
10	Annual Complaints Report Governors' attention was drawn to the statistics which have been collated by the executive admin office. It was explained that oversight of complaints will move to the quality team this year. This should give a higher profile to any issues and will allow for learning. College needs to get underneath the statistics more than it currently does. Challenge from the committee was that they would want to see the college get to a point of tracking the in-year position rather than just an end of year review. All agreed that knowing what the themes and trends are is important. One governor asked what differentiates between feedback and a complaint. CEO advised that the complaints policy is on the website and therefore can be accessed easily. In addition, internally it is possible to label an issue as a complaint and then it is dealt with by way of the complaints policy and process. All agreed that it was not the number of complaints that are important and that the focus needs to be on themes and lessons learned that lead to improvements. AGREED: to note the content of the update provided.	
11	Sector/Policy update CEO provided an update on several aspects including: • Ofsted – this remains a focus for the college. He indicated that anecdotally they seem to be visiting larger groups first e.g. Bedford. It was noted that there are some London colleges who have very recently received the call and expecting are inspection next week.	

	- National curriculum reviews are still taking place, particularly proposals to defund. Currently there is an element of 'pause and reflect' by the government. It is possible that labour may take a more pragmatic approach. - Spending review due at the end of this month. Sector is trying to influence funding, specifically in relation to staff pay given the schools headline position. CEO noted that if there is no extra funding made available then it could negatively impact upon industrial relations. It was noted that the college does have local pay claims from the unions. AGREED: to note the content of the update provided.	
12	AOB Committee considered the content of an email received from Mark Taylor given his absence from the meeting today. It was agreed that: - The Deputy Principal would provide the 2-page summary requested, covering -Attainment – examinations/assessment/testing -Progress – against projected outcomes and where it makes sense outcomes in previous years -Any key trends on the above -Any comparisons to national and local indicators * Not to progress with the option of governors participating in learning walks at this point in time.	
13	Reflection of committee meeting against college values Observations were: - This meeting very focused on gearing up for a successful year - Good focus on teaching and learning - Clarity provided regarding the areas of focus - Clear structure in place for the year QTSE assurance card – heat map It was agreed that the Chair and the Deputy Principal would compile outside of the meeting given the discussions today (Chair/DP, October 2024).	
14	Date and time of next meeting Chair reminded that this is 11th November 2024, with the meeting split into two parts. She agreed to liaise with the Director of Governance outside of the meeting to agree whether both sessions should be online (Chair, October 2024). Meeting closed at 7.25pm.	