Barnet and Southgate College Corporation
Quality of Teaching & Student Experience Committee meeting
held on 17th June 2025
At 17:30 on Teams

Present:	Jenny Jarvis, Chair Mark Taylor Chalene Scott Tulay Rashid-Grant Neil Coker, CEO and Principal (from 6.35pm)
In attendance:	Maxine Bagshaw, Director of Governance Victoria Cornwell-Lyon, Deputy Principal Lorraine Herrity, Performance and Achievement Manager Simon Evans-Evans, COO (until 6.25pm)

Item	Description	Action
1	**Preliminary items** **i) Apologies for absence** There were no apologies for absence with all committee members present. Chair welcomed everyone to the meeting and round table introductions were made. **ii) Declarations of interest** No specific declarations were made, and standing declarations were noted. **iii) Notification of urgent business** Chair confirmed that no matters had been raised in advance of the meeting. Before starting discussions Chair raised a point for the future. She asked that the 'purpose' of reports provided be more directional i.e. what exactly is required from governors. She indicated that this would help to really focus questions, particularly when there is so much content provided in papers. She urged staff to recommend questions for governors to consider as this will help to	

	direct challenge and scrutiny. She asked that reports include more elements of 'judgement' rather than just 'content'. In relation to next academic year Chair asked that the agenda be framed in a different way so that there is more time to consider the 'strategy and pillars' as well as the 'operational' and 'assurance' elements. She suggested that the agenda be split into distinct parts covering: • Business • Strategy • Assurance She indicated that the aim is to ensure this committee maintains a focus on the strategy.	
2	**Minutes of the previous meeting** Committee reviewed the minutes of the meeting held on 25th March 2025 and it was agreed that they were an accurate record. AGREED: to approve the minutes of the meeting held on 25th March 2025. There were no matters arising and committee was content to note the actions tracking summary, with all items actioned, completed or on the agenda today.	
3	**Learner Voice – Spring Term Summary (2024/25)** Chair thanked the Performance and Achievement Manager for her report and asked that she focus the discussion today on: • How is this supporting excellence and the vision, • What are the predominant themes, • What would be the 'big wins' for learners, • How the curriculum areas are using learner voice to make a positive impact and improve achievement, • How do governor meetings with learners link into the wider learner voice e.g. 'You Said, We Did' • The difference between the headline satisfaction rates and the qualitative feedback which sits underneath. Staff advised that the key themes coming through the surveys undertaken are: • Learners feel safe, • Safeguarding arrangements are strong, • Students feel respected, • They enjoy coming to college, • They are happy to recommend the college to friends Committee were advised that the approach to surveys has changed this year, with it now being compulsory to answer all questions before it is possible to move on. This applied to the March and May surveys. This led to circa 4000 meaningful and well-articulated comments. From this it was then possible to break down into themes. For teaching and learning a reoccurring theme is poor timetabling e.g. inconsistencies and gaps. One 'big win' for learners would be to address this with a reduction in the time	

between classes. If this is addressed, it should improve attendance.

Staff advised that the college now has a centralised timetabling grid. English and maths are the priority subjects in the centre and then vocational classes are planned before and after. QA teams are currently conducting compliance checks to ensure that the timetabling protocols in place are being adhered to. Challenge from the committee was to really shout about and communicate these changes to returning students so that it is clear that the college has listened and responded.

Committee was advised that the timetables issued will look very different in September, including the introduction of a '3 day rule' i.e. look to condense classes into three days, if possible, so that these are 'packed'. Aim is to have days that are concise and meaningful. This should positively impact on travel costs which is also a reoccurring theme from surveys.

One other aspect to improve is 'class organisation'. College can do better in relation to:

- Assessments, and
- Feedback following assessments.

College now has much tighter deadlines in place to ensure greater consistency. College has introduced a '2 week maximum' rule. The markbook system is being reviewed each week with a progress position reported to staff. This includes a note to staff on what needs to be the priority. College is currently seeing that 80% of marling is being completed on a timely basis.

College is working hard to ensure that assessments are well spaced rather than 'bunched'. Student criticism was that there were too few assessments at the beginning of the year and too much at the end which makes it unnecessarily stressful.

Committee were advised that achievement is predicted using 'best case calculator' rather than markbook. Each is specific to the different curriculum areas. This is a very analytical approach using a range of measurements, including attendance, engagement levels and other risk indicators. This then leads to interventions and support.

All agreed that students need feedback as quickly as possible and that this should be a key improvement area. Committee expressed confidence regarding the levels of assurance being provided.

Committee asked how staff are using the information available to drive up achievement. Staff advised:

- There are 5 QA support meetings in the year, and these are linked to learner voice obtained.
- Student voice is included in all QIPs and SARs.
- Learner voice is used to identify and agree the AFIs (Areas For Improvement)
- Learner voice is used to identify 'root causes' i.e. what needs to improve and what can the college do about these.

	One example given was that learners asked if they could have more practical sessions. College is looking at how this can be brought into the classroom using immersive technology. Committee were advised that students have this year been asked far more qualitative questions which have identified different teaching, learning and assessment elements to improve. It has identified some inconsistencies that need to be addressed. Deputy Principal expressed the view that quantative data doesn't always align with outcomes i.e. far more positive than outcomes would suggest. Committee were given assurance that learner comments are a real driver to inform change and to bring about improvements, which will drive up achievement. Committee all agreed that the clarity provided regarding assessment for learning was helpful. Inconsistencies are a key theme from surveys and therefore addressing these need to be a priority. AGREED to note the content of the report and update provided.	
3	**Deep Dive Report – Equality and Diversity** Chair asked that the focus for discussion be on what is required from governors today. Key matters highlighted were: • The way that the college currently collects data does not make it easy to produce an EDI report. • This meeting is an opportunity to agree some reporting principles. • College currently collects all protected characteristic data for staff but not for students. • College does already have an agreed set of KPIs, and the proposal is to produce an EDI report from a subset of these. Committee's attention was drawn to slide 13 which outlines the metrics reported to board and committees. Key elements are: • Attendance • Retention • Achievement • Student satisfaction All of which are broken down into groups. COO then referred to several other metrics which this committee may find informative: • From a HR perspective all pay gaps and not just gender is important. • Destinations data is important for learners. Committee all agreed that it was important to have the subset data and were pleased to see the proposals on this. Challenge from the committee was a need to see fuller destinations data captured, reported and responded to. Staff governor confirmed that she was	

	pleased to see the intention to collect data specifically for young carers. One governor asked whether, from a HR perspective, there is more data to be collected regarding allegations made against staff e.g. the lower-level concerns. COO acknowledged that it was important to keep an open mind in relation to other areas where data can be collected. In relation to students with high needs, the intention is to focus on retention, attendance and achievement gaps. In relation to destinations, Deputy Principal advised that the college has been in dialogue with a new company who will take over tracking on behalf of the college from October 2025. She confirmed that she would check that they will be able to break down data obtained so that it aligns with the priority list proposed by the COO (Deputy Principal, July 2025). Committee asked when they will see the first set of data reported. COO advised that for some aspects this will be September 2025. The intention is to agree KPIs each year and therefore governor feedback provided today on those proposed for 2025 has been helpful in terms of board assurance. AGREED to note and support the proposed areas for EDI data collection. (Simon Evans-Evans left the meeting at 6.25pm)	*
4	**Deep Dive Report – Timetabling and Enrolment** Committee thanked the Deputy Principal for her detailed report and asked what the main issues are. Key matters highlighted were: • Attendance rates • The rates are poor right from the start of the year which is unusual • If attendance rates are poor at the start, then it is very hard to pull them back as the year progresses. • This has led to the suspicion that enrolment and timetabling processes are not good and therefore the student experience has been poor. • It is believed that the college is not enrolling and/or timetabling cohesively leading to too much change. • Aim is to ensure that enrolment and timetabling are very well connected. • Timetabling is taking place now rather than waiting for September. Next step is to meticulously QA and check against the protocols in place. • Enrolment target is for no student to wait no more than 30 minutes, albeit acknowledging that this is ambitious. In terms of processes, committee were advised that enrolment has historically been overseen by student services with support from	

	the quality team. This has meant challenges regarding the time/resource available. Expectation now is that all business support staff will assist to give much more capacity. (Neil Coker joined the meeting at 6.35pm) In relation to 'independent study', committee asked when those not currently timetabled, because of English and Maths, will have it and will they be provided with rooms, resources etc. Deputy Principal confirmed that time will be added on to the three days timetabled. In relation to 'progressing students' committee asked whether they are enrolled before they receive their current year results. Deputy principal confirmed that they are but that their results are the final stage. College is relying that teachers/manager know their students so there should only be a small number of surprises. If the results are not what is needed then there will 1:1 conversations to look at alternatives, these will be in the first 42 days. AGREED: to note the content of the report provided.	
5	**Deep Dive Report – Teaching, Learning and Assessment** Committee thanked the Deputy Principal for her detailed report and asked how the college will judge the effectiveness of the plan. Deputy Principal advised that there are four success measures to evaluate the RPP (Reflective Practitioner Programme). These are: • Usefulness • Engagement • Participation in coaching • Confidence using technology Percentage targets have been set for each. Deputy Principal advised that the most successful and impactful so far has been the coaching, with teachers confirming they have really enjoyed and appreciated the opportunity. All have been fully engaged. Committee asked whether these measures give assurance and/or whether there are other things to be considered. Deputy Principal expressed the view that there is now a real opportunity to review how the college measures the quality of teaching and learning. College can build upon what has already been done. She advised that staff participation in development is a strong indicator of commitment to best practice. It was agreed that this committee would receive a report on the 'measures' at the next meeting (Deputy Principal, Sept 2025). Committee were advised that the next area of analysis will be the impact for students e.g. high grades.	*

	Committee's attention was drawn to the learning walk qualitative data obtained, which helps to identify areas of strength and areas for development. It was explained that the areas for development are very much linked to the skills that students need to help them to achieve and to achieve well. All acknowledged the importance of quality first teaching. Challenge from the committee was to start to plan for reporting on SEND. AGREED to note the content of the report provided.	

6	**Safeguarding and Prevent – In Year Exceptions Report**
	
	Committee thanked the staff governor for her very detailed report which all agreed was reassuring. Committee asked for a current status summary and whether there are any concerns. Key matters highlighted were:
	• Positive student satisfaction data
	• Confidence that safeguarding is still effective
	• There are some pockets to focus on next year e.g.
	  - Processes – preparation to ensure compliance e.g. with Martins Law
	  - Children's Wellbeing Bill – particularly the mental health aspects. Anticipation is a sector wide response. Potentially a more strategic approach as well as the 1:1s. College may need to do more staff CPD, particularly on identifying the indicators and how to respond. College will also need to review the duty principal processes
	
	Deputy Principal advised that the college is investing in a range of new roles next academic year which will help to give more support e.g. in relation to tutorials, behaviour and attitudes. This should help to relieve some of the pressure on the safeguarding team. She expressed the view that college needs to devolve responsibility for safeguarding across the organisation but that this requires training and support in terms of upskilling and knowledge. There is more work to do in terms of how safeguarding is perceived i.e. roles and responsibilities.
	
	AGREED to note the content of the report provided.	

7	**2024/25 In Year Monitoring** **A, Headline AFI's** Committee asked the Deputy Principal to focus on the three elements reported as only having 'some' progress. They asked: • Is it just the point in the year, and • What is the college doing to push forward on these. Key matters highlighted were:	

	• 2024/25 QIP was created to be as ambitious as possible in anticipation of inspection, however acknowledging that everything included could not be achieved in one year. • The key priority is driving up student progress. A lot of work has been done across the organisation focusing on what this means. • There is a difference between progress and achievement. • College has not previously had robust systems in place to be able to measure progress against starting points. • New system will start in September 2025. • College is currently focusing on achievement to make sure this is 'solid'. • College needs to have the systems in place to accurately and consistently measure qualifications on entry before targets can be set. Once set the position can be monitored and measured. Committee all agreed that it was reassuring to see the clear links between this report, the QIP and the KPI's. Committee asked what the current position is on 'stakeholder engagement and their contribution to curriculum design'. Deputy Principal confirmed that, whilst the college has made some progress it is now being really challenging with curriculum managers in terms of the evidence of changes having been made in response to engagement. She described 60% of curriculum areas as engaging well. Part of the 2024/2025 SAR process will include identifying tangible changes that have been made. College will have a very clear picture on this by September. Committee asked whether this will be at every level. Deputy principal confirmed that it will, i.e. Levels 1, 2 and 3. Committee all agreed that it was reassuring to see the comprehensive alignment between the three documents which monitor the measures. Challenge from the committee was to maintain a clear line of sight and clarity in relation to the direction of travel. AGREED to note the content of the report provided. **B, QIP** Committee was content to note the information provided. **C, Quality KPI's** Committee was content to note the information provided.	
8	**1 Page Updates requested at the last meeting** Committee requested that for all four areas, the focus be on high level judgements, the concerns and/or where there is confidence. **A, Foundation Learning**	

	Deputy Principal expressed confidence that more students will achieve qualifications however the college is not yet offering a strong, high-quality programme across all campuses. Staff have conducted a root and branch review and is completely changing the curriculum for next academic year. There are some fundamental quality issues which need to be addressed. Given that the committee was not yet assured it was agreed that this area of provision would be revisited again at the September meeting (Campus Directors, September 2025) **B, Maths and English** Key matters highlighted were: • College is expecting to see the 'overall' position for 16–18-year-olds to be significantly improved. • Move to GCSE's has been positive • Predicted data is strong at +5% • High grades prediction needs some analysis/unpicking and therefore college needs to be cautious on this. Committee all agreed that they had much more reassurance in this area and that it was already possible to see some improvements. **C, Adult Essential Skills** Deputy Principal indicated that she still has some concerns in this area. Predicted data looks to be significantly improved but there are still some middle management changes impacting. She described it as 'too early to tell' what the position will be. **D, Attendance** Key matters highlighted were: • 16-18 rates are still a significant concern • Top level statistics have hardly changed • However, expectation is improvement next year given the changes made to timetabling and enrolment. It was agreed that a further update report would be provided at the September meeting (Lorraine Jackson, Sept 2025) Committee noted that there is particularly low attendance at Colindale for Maths and English and asked if there is a pattern e.g. staff skills, processes. Deputy Principal described Colindale as struggling for several reasons. College is taking several actions and there is a specific maths and English plan as the gap when compared to vocational has significantly increased. Challenge from the committee was to analyse staff compliance with the strategy and look for potential inconsistencies across the campuses. Deputy Principal advised that the college can't yet measure compliance and that this must be in place before any non-compliance is tackled. Challenge from the committee was to use all available systems to support this review.	 * *

	AGREED to note the content of the updates provided.	
9	**Destinations Report** Deputy Principal provided a verbal update and confirmed that the college is engaged with a different company now who will start work in September 2025. There are two key changes: • Cohort size of students to be surveyed – college will have sufficient to ensure reliable data. Historically size was too small and therefore not possible to reach confident conclusions. College is paying for a much larger expected sample size. • Methodology for obtaining the data is much improved. Company is not just relying on phone calls and will use a mix of whatsapp, email and telephone. College is also doing an internal piece of work to ensure contact details are up to date before students leave for the summer. This will primarily be for 16-18 students but will include some adults too. Target is 80% of 16-18 year olds. Committee asked whether it is possible to use withdrawals data to improve planning processes. Deputy Principal confirmed that it is, particularly in relation to data collection. Currently some recording inconsistencies. Once this is improved it will be easier to hold curriculum managers to account. College is changing the way this is monitored and recorded. Committee asked if there is a 'swap don't drop' week. It was confirmed that there is. Plan is to have all students assessed and marked by week four. College will then know those who are struggling and/or on the wrong course. Week five is the swap week. AGREED to note the content of the update provided.	
10	**Headline QTSE Corporate Risks** Committee were happy to note the content of the report provided AGREED: to note the content of the update provided.	
11	**Sector/Policy Briefing** Deputy Principal confirmed that there was none for this meeting	
12	**Committee Annual Review** Director of Governance introduced this item. Key discussions points were: • Terms of Reference continue to be fit for purpose • Membership is strong and will be improved further with the addition of the safeguarding lead governor currently being recruited.	

	• A lot for this committee to get through on the agendas and a need to find space to focus on the strategic. • AI to be used to complete some self-assessment analysis against the term of reference. If there are any gaps committee will plan to address for 2025/26. This may include reviewing the terms of reference again. • Content with proposed meeting dates and times. • Helpful to include the prompt – have we lived the college values today? • Need to have placeholders for key decisions at key points in the year.	
13	**AOB** Committee confirmed that there was none for this meeting.	
14	**Heatmap – Risks and Assurance** Deputy Principal confirmed that she would prepare a first draft to then be shared and approved by committee Chair. (Deputy Principal, June 2025)	*
15	**Reflection of Committee Meeting Against Guiding Principles** Committee was content that meeting discussions and areas of focus aligned with the guiding principles set out in the 2030 Strategy.  	
16	**Date and time of next meeting** This was confirmed as Monday 6th October 2025 at 5.30pm. Meeting closed at 7.45pm.	