

**HERTFORD REGIONAL COLLEGE**  
**QUALITY, STANDARDS & CURRICULUM PLANNING COMMITTEE**  
**10<sup>th</sup> May 2017.**

**Present:** Jan Wing (Chair)  
Annabel Lucas  
Tony Medhurst (Principal)

**In Attendance** Angela McLean (Director of Quality & Learner Experience)  
Wayne Wright (Vice Principal Curriculum and Quality )  
Mike Carver (Governor)  
John Fowl (Clerk to the Corporation)

**672. To Receive Apologies For Absence.**

Apologies were received from Sally Kemp and Ricky Irons.

**673. Declaration of Interests.**

There were no declarations made.

**674. To Approve the Minutes of the Meeting Held on 1<sup>st</sup> February 2017.**

The minutes were approved.

**675. Matters Arising.**

There were no matters arising.

**676. To Receive a report on the Ofsted Monitoring Visit.**

The HMI Shane Langthorne had visited the College on 25<sup>th</sup> April 2017 and had provided feedback on what he had seen whilst at the College.

Governors received a summary of the areas reviewed and the recommendations made by the HMI together with his suggested actions to improve things.

A particular issues raised was that of Apprentices not achieving within the expected timeframe and Maths & English performance.

Members were informed of the changes affecting Maths, English and Science exams and the difficulties these changes were creating for the College. In response to a query by the Governors it was confirmed that the National Benchmarks in these subjects for 2015-16 have yet to be published.

It was noted that the College was now working to ensure the data is positive and in the format required for Ofsted.

Overall the feedback from the HMI was that the College was moving in the right direction to achieve an improved grade at the next inspection, provided outcomes are at the National Benchmark or above. It was confirmed that the actions identified in the College Quality Improvement Plan were expected to bring about the necessary improvement.

The HMI had expressed the view that the Teaching & Learning section of the College SAR was exemplary.

It was **Resolved** that the report be received.

**677. Teaching & Learning report.**

Members were informed of the work undertaken to ensure that all staff were aware of how to deliver an effective learning experience for learners.

The observation process has been reviewed to make it more robust with peer group reviews included.

Approximately 300 Learning Walks have taken place but Mike Carver sought more information to enable him and Governors to know if the process was resilient. The attention of the Governors was drawn to the 10 standards used by the College in assessing Teaching & Learning.

The Chair questioned the value of work placements and was told of the steps taken to ensure such placements were worthwhile.

Governors raised a number of challenges to the data presented and received satisfactory responses from Angela McLean and Wayne Wright. To date 95% of observations have been completed but Governors stressed the need for there to be consistency of standards across the College.

It was **Resolved** that the report be received

**678. To Receive a Report on Enrolment & Retention.**

Whilst enrolment numbers have increased since the last report they have not reached the level hoped for. The overall Retention figure is expected to be similar to last year at 92.49%. Governors received this data broken down by curriculum area and noted the variances.

A target attendance figure of 90% across all curriculum areas has been set but current attendance overall is just 82% which is 1% down on last year.

Governors were informed that attendance for Maths & English is 10% lower than for vocational courses and it is this that has adversely impacted on the overall figure. Strategies used since January 2017 have had some effect in improving attendance.

Student applications for 2017-18 overall are lower with some areas up on last year. Governors were advised of the three curriculum areas with the biggest drop in numbers. To address this the SLT are considering the use of targeted marketing initiatives.

It was **Resolved** that the Report be Received.

**679. Governor Learning Walks.**

The Committee received a verbal report on the Learning Walk undertaken by Jan Wing. Annabel Lucas mentioned how good & worthwhile she had found her own visit which was to the Fine Arts and Fashion areas.

It was noted that other Governors had submitted report forms to record the Learning Walks undertaken by other Governors

In response to a question by the Governors it was suggested that such 'Walks' should be once per term/

It was **Resolved** that the Report be Received.

**680. Any Other Business.**

There was no other business.

**681. Date of the next Meeting.**

The next meeting of the Committee will take place on Wednesday 19<sup>th</sup> October 2017.

Signed.....  
(Chair)

Date.....