



Minutes of the Performance Review Committee Meeting

held Thursday 11 June 2009

Present: Liane Purnell (*Chair*), Corinne Crannage, Neil Hobson, Rebecca Miller, Brian Mitchell, Alan Taylor, Leslie Williams

In attendance: Keith Bate (*Principal*)
Paul Bridgewater (*Director of Teaching and Learning*)
Di McCathie (*Director of Student Services*)
Claire Smith (*Student Governor Designate*)
Dan Willetts (*Student Governor Designate*)
Jennifer Sunter (*Clerk to the Corporation*)

Presentation: Schools Collegiate by Lin Begley from the Earls High School

The presentation explained the basis upon which the Earls High School and Halesowen College would work together to support students through a School Collegiate. This included a post 16 base at the school with joint delivery and use of facilities.

The Earls High School Collegiate had been promoted through displays and presentations to Year 10 and 11 pupils, parents and staff in addition to visits and taster sessions delivered at the College. Applications were mostly to Level 3 courses both vocational and AS. Welcome Days and enrichment activities being offered were proving to be attractive to pupils.

Keith Bate commended the work of key staff who had worked hard to develop and support the School Collegiate which was a natural progression of the close collaborative working focused on student needs.

The Committee thanked Lin Begley for taking time to give the informative presentation.

1 Apologies

Apologies were received on behalf of Phil Osborne, Gloria Smith, Pam Thomas and Priya Sheridhar.

2 Declarations of Interest

Liane Purnell declared a standing interest in relation to partnership working arrangements between Halesowen College and Newman University College.

3 Minutes of Performance Review Meeting held 12 March 2009

Two items of accuracy were noted and the minutes amended before being approved as a true record. There were no matters arising.

4 Full-Time Student Applications 2009/2010

Keith Bate reported on the emerging complex picture of full time applications. In considering current application levels in comparison to previous years there was a significant increase of 4%. An increase in earlier acceptance levels was also recorded.

Members considered schools and courses application variance and noted that the gender and ethnicity profiles remained the same. Keith Bate commended the work of the school liaison team.

Neil Hobson asked about College capacity. Keith Bate reported that accommodation was available and staff had been recruited to meet course needs but that some subjects could still require the setting of cohort limits. The College continued to recruit with integrity; student place offers would be honoured and late enrollers would be offered other courses where they could not be placed on their first choice of course.

The report was received.

5 Student Satisfaction Survey

Di McCathie reported on a range of measures to capture student satisfaction. Headline results from the satisfaction survey were provided indicating high levels of satisfaction in getting on well with staff.

Brian Mitchell asked about the position in relation to lesson covers. Paul Bridgewater explained the distinction between providing cover for a lesson and providing a subject specific substitute teacher and reported that communication to students was generally very good. Members noted that there would be a future report to the Committee on the actual position.

Action: Paul Bridgewater

In relation to knowing enough about the course before starting Dan Willetts and Rebecca Miller both noted that there could be more information about particular course assessment methods and about the second year of two year courses during induction.

Leslie Williams asked about the sample size and trend analysis. Di McCathie reported that the sample was 2500 students from all types of courses and that the company conducting the survey did minor adjustments to questions which were benchmarked against other colleges.

Di McCathie emphasised the importance of all subject leaders receiving the detailed report on student satisfaction.

The report was received.

6 Lesson Observation 2008/2009

Paul Bridgewater reported on key points in relation to the lesson observation process for the academic year. Most observations had been undertaken through the internal inspection process with more observation of NVQ, Train to Gain and of sessional teaching staff. A similar picture to the previous year was emerging where 80% of lessons observed were graded as 1 or 2.

Characteristics of good teaching and learning were observed and areas for improvement to be addressed through staff development were noted. Following Ofsted Inspection the observation, recording and moderation of outstanding lessons required review and further training on ILT and Equality and Diversity would be provided.

In response to a question from Brian Mitchell on observation of sessional staff Paul Bridgewater noted that there was a need to provide more support and more rigour in the probationary period.

Dan Willetts asked why there were 18 re-observations. Paul Bridgewater explained that these were of teachers where a lesson had been graded 3 or 4.

The report was received.

7 Internal Inspections 2008/2009

Paul Bridgewater presented the results of internal inspections noting that in nearly all areas external consultants had supported the process. The reports were again based on hypotheses based around Common Inspection Framework key questions. The resultant recommendations were passed to Curriculum Boards of Study to form the basis of an action plan and for the next inspection of a given area.

In response to a question from Liane Purnell, Paul Bridgewater explained that the consultants came from an agency run by former HMI inspectors.

Brian Mitchell noted that the process was impressive and asked about points which seemed missed in the given action points. Paul Bridgewater answered that a more detailed report was given to the curriculum area for recommendations to be addressed.

With reference to English and Maths GCSE resit course Leslie Williams asked how making lessons more fun could be measured. Paul Bridgewater noted that this could be approached through the development of more varied teaching and learning methods.

The reports were received.

8 Quality Improvement Plan 2009

Keith Bate explained that the Quality Improvement Plan was part of the overall self assessment process and formed part of the Self Assessment Report which should be monitored.

In relation to actions to encourage healthy eating Claire Smith noted that an increase in healthy options would be beneficial. Paul Bridgewater noted that training in relation to this was being considered. Keith Bate noted that food remains an issue and invited the student governors to work with staff on moving this forward.

Action: Keith Bate

Alan Taylor asked about actions to address student lateness. Di McCathie noted that staff on duty challenged students and often checked social spaces such as the refectory to identify students who were late or not attending lessons.

The report was received.

9 Quality Improvement Plans for Curriculum Areas

In addressing the monitoring updates Paul Bridgewater informed members that work was required to raise the standard and rigour of plans.

The report was received.

10 Any other business

There was none.

11 Date of next meeting

The next meeting is scheduled for Tuesday 17 November 2009.

Closed: 7.45pm