

**Priestley College – Quality and Standards Committee  
Minutes of the Meeting Held on 30 November 2023**

**Present:** Sheila Yates, Simon Jenkins, Ian Rigby, Carolyn Williams, Louisa Reeves

**In Attendance:** George Contos, Carol Blinkhorn (Minutes)

Student representatives: Stanley Strong, Charlotte Glover

**1 Apologies for Absence**

Apologies received from Gerry Brennan, Amy Heald, Peter Kahn, Bev Scott-Herron and James Gresty.

**2 Declarations of Interest**

No declarations of personal or pecuniary interest in the matters to be discussed were made.

**3 STEM Faculty Update:**

**i. overall performance including actions for improvement**

**ii. curriculum development**

Mr Watson, STEM Head of Faculty delivered a Faculty Update presentation and highlighted the following:

- Cluster structure and current SAR grade
- Cluster results - courses and actions:
- Maths - actions:
  - course combinations, gender analysis and high grades (gender imbalance males perform better at high grades - maybe relating to confidence)
  - independent learning skills - GCSE and L2 - working to get them to engage better with the subject and how they can work independently
  - improve grades on one year Core Maths - used to be a 2 year course now course is taken over 1 year - AS equivalent and offered as a specialism
  - Workshop Strategy

Mrs Yates invited the students to give their observations on gender imbalance:

Mr Strong reported he will ask if he doesn't understand in Maths.

Miss Glover stated what Mr Watson had said surprised her as she recalled a statistic quoted in class that 86 females compared with 50 males had performed well at high grades.

**Governors asked the following questions:**

**Miss Williams** - Have you looked across all lines and is it that more boys are doing more STEM subjects? Mr Watson reported the gender split across the sciences is quite equal.

- Chemistry and Earth Sciences - actions:
  - Strategies to address % high grades at A2

- Tracking from AS and intervention (independent study and homework)
- Attendance strategy across lines
- Grade booster sessions including exam skills

Chemistry in line with the national picture, though high grades were a little lower than normal.

- Biology, Physics & Electronics - actions:
  - Strategies to address % high grades at A2
  - Curriculum planning
  - Wider skills and extra-curricular
  - Support within Electronics

Biology is a priority line and high grades have dipped, historically around 45%. Some students struggle with the essay component which is 25% of the A level grade.

**Governors asked the following questions:**

**Mr Jenkins** - Is it that there are too many students in lessons? Mr Watson noted classes last year were large and this year there are some 60 on A level Biology. Time outside the lesson is key and the essay is a third of the final A level grade.

**Mrs Yates** - Does anyone outside the area get involved with essay writing? Mr Watson noted that Mrs Norbury and Mr Bartozzi work together and other than that no. Mrs Yates suggested perhaps Mrs Holt and Mrs White who have responsibility for developing skills be given one good example and one poor example and they may be able to help.

Physics is a high performing subject and the Sixth Sense measure puts us above national statistics. We have introduced stretch and challenge workshops as well as Maths for Physics workshops.

Mrs Yates asked Miss Glover if she felt stretched in Physics. Miss Glover confirmed she was and had recently sat the Physics Olympiad.

Electronics - Mr Watson reported strong results and the relationship former tutor Mr Birchenough had with the students was strong. Mr Watson noted the coursework element was huge and that he would be looking to invite Mr Birchenough back in to help with this.

- Vocational & Technical - actions:
  - Priority line - Applied Science - 2 classes of 20 - mix of coursework and exam element
  - Extended Certificate high grades (unit 2)
  - Planning, provision and delivery of Y2 T Level
  - Delivery plan for Applied Human Biology
  - Engineering coursework

OCR Engineering - students on this course have a wide range of ability.

T Level - a challenge here is placement, age limit on some placement providers ie need to be 18. Some 18 Y1 learners and 12 Y2 learners. Occupational specialism is Mechanical, this was chosen because of the interest from the students and specialisation of staff fits.

- Curriculum Development
  - Replaced 1 A level equivalent with Applied Human Biology - 40 learners
  - GCSE Science - 16 learners - we put on GCSE Biology (15 learners) to capture those who didn't get on GCSE Science and who are looking at a pathway in health
  - Engineering T Level - first round of results in the summer - difficult to find benchmarking data to match to our line - all passed and we have had a number of resits

Mr Jenkins noted it was gratifying to hear the passion. Miss Williams applauded the matching of student interest and the local workforce requirements.

#### 4 Minutes of the Meeting held on 12 October

The minutes of the meeting held on 12 October 2023 were agreed as a true and accurate record and signed by the Chair.

#### 5 Matters Arising

##### Action Log - June 2023

No	Description	Responsible	Completion
1	<b>English and STEM - Faculty Update</b> Audit of College software - Mr Gresty	Mr Gresty	Ongoing

##### Action Log – Oct 2023

No	Description	Responsible	Completion
1	<b>Terms of Reference</b> -Clerk to Governors and Mr Gresty to ensure Terms of Reference are covered at induction of new governors.	Clerk & Mr Gresty	In place for future new governors
2	<b>Quality Framework</b> -Mr Contos to amend and check language. CLs covered under Faculty Management Team which covers all the roles but can be more explicit.	Mr Contos	Actioned
3	Mr Contos to look to link an activity around downloading the Outlook app for students.	Mr Contos	Actioned

#### 6 Link Governor Update

- a) HSS - Link Governor Meeting - 21 Sep 2023 - Mr Rigby noted it was the first meeting with the Head of Faculty, Mrs Holt who gave an overview of the newly formed faculty and the

plans for areas of development. Another visit has been scheduled for next week and includes meeting faculty members, a tour and visiting lessons.

- b) Safeguarding - Link Governor Visit - 5 Oct 2023 - Miss Williams noted this was an introductory meeting with a tour of the campus. They looked at CPOMS and how College uses it. Key point for governors is the assurance, as we have two audits, one from the local authority and one from TCAT. Mrs Leatherbarrow from TCAT is doing spot checks and this is a further assurance. Next visit will include a demonstration of the Single Central Record and talking to students to test their knowledge and understanding of safeguarding.
- c) LASS - Link Governor Meeting - 19 Oct 2023 and 7 Nov 2023 - Mrs Yates has visited twice. Health and Early Years - T Level - Mrs Yates had visited the same course last year. She reported there was a lot of science in health courses and a challenge is science is too hard for a course which is essentially a health course. Equipment for this area was costly but it was a great facility.

**Miss Williams** asked if the College receives different amounts of funding for different courses? Mr Contos confirmed this.

Mrs Yates highlighted the point around learners accessing toilets and asked the student representatives for their experiences.

Mr Strong reported students loitering in the toilets and some 6 cubicles were missing locks. Mr Contos reported that new toilet facilities are in the planning and work should commence early in the New Year and that colleagues are doing work around loitering.

**Action:** Mr Contos to follow up immediately and to establish have we got a system in place ie has the issue been reported, how often are the toilets inspected and the time frame for repair.

Mrs Yates noted safeguarding general questions were answered really well and that students were not very articulate about Prevent and British Values.

Mr Strong noted values are what you would want ie shared values was the point of British values. Mr Contos noted that Ofsted Inspectors when they visited were looking around for examples of respect for each other and how it was promoted in the College.

Mrs Yates invited student representatives' feedback on PDP.

Miss Glover reported no goals or assessment and felt as though it was not relevant to her, though attendance this year was better than last year.

Mr Strong noted there was not enough awareness of what will be covered.

**Mr Rigby** asked had PDP been devalued? Mr Contos noted Mr Eccleston had tried to raise the profile of the pastoral team and that this had been a challenge across the sector. Attendance is better and we have a scheme of learning.

**Mrs Yates** asked would it be worth PTs having more involvement?

**Miss Glover** asked could we look to have the same PT from Y1 to Y2 and would it be possible to have teachers reinforce what is said in PDP in lessons?

Mr Contos noted the useful feedback.

**Action:** Miss Williams to feedback to Mr Eccleston.

Modern Languages - Mrs Yates saw lessons in all 3 subjects and had a one-to-one conversation class followed up by an interview with the student. Languages teaching has moved on and there are so many resources now.

Mrs Yates invited the student representatives to feedback on enrichment. Mr Strong noted his involvement with the College Council, Revision Sessions and last year he attended sport. Mr Contos noted there is enrichment for sport but not necessarily over lunchtimes.

Miss Glover gave positive feedback on the Graduate Scheme, where support has been great for personal statements and mock interviews.

Governors received and discussed the comprehensive reports.

**7 Draft College Self-Assessment Report**

Mr Contos reported that in light of the College’s recent Ofsted inspection we will use this to inform the report which will be updated. The SAR went to the Strategic Planning and Governance Committee which resulted in some changes. Still to be added are a grade for high needs and adult. Mr Contos noted that the subject grades still need to be validated.

Mr Contos reported on the comments throughout the report. It was noted that Mr Kahn had sent his comments on the SAR separately through to Mr Contos.

**Resolved – To examine the SAR and, if appropriate, to recommend their approval to the Governing Body.**

**8 Student Destinations 2023**

Mr Contos reported 95.3% at level 3 have a positive destination with very few unknowns.

**Governors asked the following questions:**

**Mrs Reeves** - How do you find out student destinations?

Mr Contos reported via Personal Tutors and the Careers team who contact students.

**Resolved – To review the data on student destinations.**

**9 Any Other Business**

There was no other business.

**10 Date and Time of the Next Meeting**

Thursday 22 February 2024 at 4.30 pm in P1:16

*The meeting closed at 6.45 pm confirmed*

**Action Log - June 2023**

No	Description	Responsible	Completion
1	<b>English and STEM - Faculty Update</b> Audit of College software - Mr Gresty	Mr Gresty	Ongoing

**Action Log – Nov 2023**

1	<b>Student Toilet Issues</b> Mr Contos to follow up immediately and to establish have we got a system in place ie has the issue been reported, how often are the toilets inspected and the time frame for repair.	Mr Contos
2	<b>PDP Feedback</b> Miss Williams to feedback to Mr Eccleston.	Miss Williams