

**Priestley College – Quality and Standards Committee  
Minutes of the Meeting Held on 14 November 2024**

**Present:** Amy Heald, Simon Jenkins, Peter Kahn, Ian Rigby, Bev Scott-Herron, Carolyn Williams (Chair), Sheila Yates.

**In Attendance:** James Gresty, George Contos, Carol Blinkhorn (Minutes)  
Student representative: Joseph Roxby.

**1 Apologies for Absence**

Apologies received from Sophie Colledge.

**2 Declarations of Interest**

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

**3 Languages and Applied Social Sciences (LASS) Faculty Update:**

**Overall Performance including actions for improvement**

Mr Peacock, Head of Faculty shared with the Committee for information a comprehensive report produced by Criminology tutor, Ms Lacey which was sent to the awarding body WJEC last Friday appealing mark banding of work. A fantastic example of the level of detail staff are going to.

Mr Peacock then shared and took the Committee through his LASS Performance and Actions for Improvement report and highlighted the following:

Health and Education

- Diploma students performed strongly and progress measures showing better than national benchmarks.
- Certificate and Extended Certificate performed slightly below national average with regards to progress.
- To continue to improve high grades in the area, more specific homework is being set and monitored with new resources being given out which focus on Prep, Practice and Review techniques. New booklets have space to create revision and then have exam questions alongside this so learners can then practice key questions.
- A new re-sit target of 75% has been set for all units to raise standards.
- Re-sequenced assessment will allow learners opportunities to re-sit specific modules.
- Head of Faculty doing weekly 'drop in' lesson visits to check on attendance and reinforce standards and expectations

Governors asked the following questions:

**Mr Rigby** - Any major movements in attendance? Mr Peacock noted attendance was similar to last year. Quicker to respond with students with critical low attendance has had a positive impact.

**Action:** Mr Peacock to send to governors pass rates for 2023 for comparison.

**Mr Kahn** - What are the strategies across the College for positive reinforcement? Mr Eccleston reported on half term attendance awards for those students above 98% attendance and those with below, Progress Tutors encourage and work with them to improve, 'About You' survey to get to know about students quickly, Progress Tutor 1-1s with support and reassurance in place. Mr

Contos reported assemblies have been delivered for all Y2. Heads of Faculties send out postcards and letters at the end of term to praise students who have performed well. Mr Eccleston noted all Y1 attended an induction day and Y2 received key messages in PDP which joined the dots between 95% attendance and our expectations. We have just started to deliver key messages in Y1 PDP lessons. Mr Gresty noted it may be worthwhile having a conversation at SLT about how we ensure praise and awards are more rigorous.

### English

- Mixed set of results for A level with Combined students achieving higher grades than Language and Literature.
- Higher grades in AS for Language and Combined with a dip in Literature.
- To improve high grades, English Language and Literature are taking a new approach to homework. They are asking learners to do more specific reading and analysis tasks of key texts and poems at home which will then allow more time in class to focus on skills. They are also taking an approach from the success of Combined English for essay writing and altering the way they structure paragraphs to focus more on themes, rather than the text as a way to start topic sentences.
- English Literature has changed from AQA to Pearson at AS level as staff feel it is more contemporary and accessible.

Governors asked the following questions:

**Mr Jenkins** - What are the total student numbers for each line? Mr Peacock responded: Language 35-40, Literature 35-40 and Combined 60.

### Modern Languages

- German once again continued with strong performance and French saw significant improvement. Spanish remains a key focus.
- The key actions to help enhance Modern Languages high grades revolve around developing and delivering more specific homework to build skills around translation, comprehension and essay writing. These weekly tasks are going to be monitored and tracked and learners given support sessions if not done. The team are also running targeted support sessions to boost high grades and put in place new TLA activities to help focus on specific skills and exams. The sequencing of assessment has been changed this year to allow a speaking mock to be done in December.

Governors asked the following questions:

**Mr Kahn** - A level Chinese, would this appeal to local students? Mr Peacock noted Mrs Burns does support those learners where English is not their first language and offers A level Community Languages, one of which is Chinese. Mr Gresty noted there is something in it and may be a student led Mandarin/Cantonese enrichment.

**Mrs Heald** - Student numbers are low, what plans are in place to improve recruitment? Mr Peacock noted we work with Martine from the Trust to help us with recruitment and Mrs Burns is going out to schools to deliver some Y9/10 talks, as these have worked previously to aid recruitment.

**Mr Jenkins** - Numbers is a factor, is there any concern in the dip in Modern Languages? Mr Gresty noted Bridgewater High School has stopped offering German. Mr Peacock noted our Languages for Business course is being promoted in schools. Mr Peacock said he would also look into Mandarin/Cantonese opportunities.

*(Mrs Yates left the meeting)*

Criminology

- Y1 students achieved fewer high grades than last year. As they move into Y2, this cohort will be a key focus for the team with a range of specific workshops and resequencing of exams being done to help boost high grades, maintaining the excellent results the team consistently achieve. High grades for Y2 were again very strong.
- Criminology will be running workshops for students with specific G - scores to offer the correct support and challenge for these learners to push high grades. They have also altered assessment dates and pushed the Y2 controlled assessment back to allow more time for learners to prepare for this.

Governors asked the following questions:

**Mr Gresty** - Y1 moderation appeal, could that change the overall figure? Mr Peacock was hopeful this would have a positive outcome.

Ms Williams thanked Mr Peacock for a thorough report and update on areas governors have been asked to focus on.

*(Mr Peacock left the meeting)*

**4 Minutes of the Meeting held on 9 October 2024**

The minutes of the meeting held on 9 October 2024 were agreed as a true and accurate record and will be signed electronically by Mrs Yates who chaired the meeting.

**5 Matters Arising**

**Action Log - October 2024**

No	Description	Responsible	Completion
1	<b>6 Terms of Reference</b> - to change the wording to read - ... background and the option to include a TCAT Associate Governor.	Mrs Blinkhorn	actioned
2	<b>7 Quality Performance Report (September 2023/24)</b> <b>College results by pathway</b> - number of entries / students in vocational and mixed pathway columns, should these be the other way around? Mr Contos concurred. On the report last year on the vocational pathway, currently it reads 62.2 for last year but on the report last year it read 74.6, what is the reason for this? Mr Contos to double check data.	Mr Contos  Mr Contos	actioned  actioned - the figure was incorrect and was reported correctly this year
3	<b>GCSE results</b> - do the figures include November figures? Mr Contos said it was the outcome from the year but that he would check, either way, good results.	Mr Contos	actioned - cumulative
4	<b>Link Governors</b> - were there particular things you want us to focus on as link governors. Mr Gresty said yes and that we are looking at the link governor	Ms Williams	actioned - picked up at FGB focus on



Governors asked the following questions:

**Mr Rigby** - p2 How regularly do lesson visits take place? Mr Contos reported termly.

**Action:** Mr Contos to make an amendment.

**Mr Rigby** - p2 What is a learning review? Mr Contos noted that our Assistant Principal - TLA looks at learning overall, checking quality.

**Mr Rigby** - p3 BTEC/ VTQs - is this in addition to TLA? Mr Contos confirmed it was.

**Mr Rigby** - p3 Monitoring student progress / p5 student engagement - frequency does not match the process. **Action:** Mr Contos to align.

**Mr Rigby** - p8 - internal external audit - do we get feedback from TCAT Audit Committee? Mr Gresty reported generally we wouldn't receive feedback directly but governors would hear via the College scorecard.

**Mr Rigby** - p9 - community engagement process, how is this developed?

**Action:** Mr Contos to include Pastoral QuIP.

**Mrs Heald** - p8 - employer engagement - to remove Pam Gardener as she is no longer at the College. **Action:** Mr Contos to amend.

Mrs Scott-Herron - C&W Pledge - glad you have referenced and pleased the team receive recognition for what they do.

**Resolved – To approve the Quality Framework subject to changes.**

**b. PC - Quality Cycle and Curriculum Plan**

Ms Williams asked that link governors note the cycle for reference.

**8 Self-Assessment Report (SAR) Update**

**a. SAR timeline 2024/25**

Mr Contos delivered a verbal update and confirmed external validation event on 2 December, a check on distance travelled. Governors received the timeline for information.

**9 Student Destinations 2024 (the paper includes all level 2 and level 3 destinations)**

Mr Contos reported positive destinations of 94%, a strong picture. Thanks were expressed to our Careers Advisors for their work in pulling the information together. Mr Contos noted a dip in HE applications and a significant increase in students taking a gap year.

Governors asked the following questions:

**Mr Jenkins** - Enquired about the number of students taking a gap year. Mrs Heald noted the majority are deferred students ie holding a place on UCAS for next year.

**Mr Jenkins** - Enquired about the 5 year trend of students employed. Mr Eccleston reported we know the details behind it. Mr Contos noted the national picture matches this. Mr Gresty noted it is a bit of challenge but the gap year bothers us as does those seeking apprenticeship. We have got to push to break down the myths about university and the myths about apprenticeships. Mr Eccleston noted one of our Careers Advisors is working on investigating those gap year students ie what they are doing now ie those we don't normally follow up.

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

**10 Any Other Business**

There was no other business.

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

Thursday 23 January 2025 at 4.30 pm

*The meeting closed at 6.15 pm confirmed*

**Action Log - November 2024**

No	Description	Responsible
1	<p><b>3 Languages and Applied Social Sciences (LASS) Faculty Update:</b>  <b>Overall Performance including actions for improvement</b>  <u>Health and Education</u> - Mr Peacock to send to governors pass rates for 2023 for comparison.</p>	Mr Peacock
2	<p><b>Performance Monitoring (PM) 1 Report</b>            Mrs Scott-Herron - highlighted page 4 full college - No of Reviews Effort Score should read 1.13%. Mr Contos to amend.</p> <p>Ms Williams - highlighted red attendance for English Literature A level when Mr Peacock reported no significant issues. Mr Gresty agreed to pick up attendance with Mr Peacock.</p>	<p>Mr Contos</p> <p>Mr Gresty</p>
3	<p><b>Policy review: Quality Framework</b></p> <ol style="list-style-type: none"> <li>1. Mr Rigby - p2 How regularly do lesson visits take place? Mr Contos reported termly. Mr Contos to make an amendment.</li> <li>2. Mr Rigby - p3 Monitoring student progress / p5 student engagement - frequency does not match the process. Mr Contos to align.</li> <li>3. Mr Rigby - p9 - community engagement process, how is this developed? Mr Contos to include Pastoral QuIP.</li> <li>4. Mrs Heald - p8 - employer engagement - to remove Pam Gardener as she is no longer at the College. Mr Contos to amend.</li> </ol>	Mr Contos