

**Priestley College – Quality and Standards Committee
Minutes of the Meeting Held on 23 January 2025**

Present: Simon Jenkins, Peter Kahn, Joanne Nuttie, Ian Rigby, Carolyn Williams, Sheila Yates.

In Attendance: James Gresty, George Contos, Mark Eccleston, Carol Blinkhorn (Minutes)
Student representatives: Joseph Roxby and Sophie Colledge

1 Apologies for Absence

Apologies received from Mrs Heald and Mrs Bev Scott-Herron.
Newly appointed Parent Governor, Ms Nuttie was welcomed to the Quality and Standards Committee.

2 Declarations of Interest

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

3 Humanities and Social Science (HSS) Faculty Update:

Overall Performance including actions for improvement

Mrs Holt, Head of Faculty shared and took the Committee through her HSS Faculty Performance Summary Report and highlighted the following:

- HSS Faculty - Performance Summary Report - percentage high grades RAG rated and compared with Sixth Form Colleges. When compiling the data they also looked at value added, Nick Allen reports and destination data.
- Performance Monitoring (PM)² based on assessments in November. Attendance at PM2 point was higher compared to the same point last year. GCSE average grade across all subject lines is slightly lower this year compared to last (apart from RS).

Social Sciences - Psychology - priority line

- Data analysis - Focussed on high grades. Reflective perhaps of the ongoing work with the team around consistency and robustness of assessments, therefore more accurate.
- Mr Contos and Mrs Graham have delivered data analysis training to CLs who are cascading down to teams.
- Target interventions in place.
- Team revisiting AS material, revision materials more consistent. Five classes at A level.
- TCAT support, Su Curryer working with Psychology ie lesson observations, talking to students, retrieval practice, requests from focus groups to have access to glossaries and mark schemes now provided. Planned to change exam boards and that has happened.
- Exam board representative came in yesterday to deliver training.

Governors asked the following questions:

Ms Williams - Was there any risk to changing the exam board before? Mrs Holt noted the change has helped and content remains the same. New CL for the area has delivered this specification before.

Mrs Yates - AS levels - are they essential in Psychology? Mrs Holt responded the team have had this discussion and there are pros and cons. We go from 8 AS groups to 5 groups at A level. Often fourth choice subject, rarely taken at GCSE but works with other subjects.

Mrs Yates - Attendance, do you talk to students about why they are absent? Mrs Holt responded there are a number of factors eg illness, transport issues, part time jobs. Mrs Yates asked does it relate to staff absence? Mr Holt replied her faculty has good staff attendance.

Mr Gresty noted that Faculty Heads have been asked to focus on high grades and a key priority for A level subject lines is our attendance target. We see some strong attendance but this does drop for some lines, this could be attributed to the poor weather we experienced this half term. Mrs Holt noted attendance is an issue nationally but compared to national figures we perform well.

Mr Kahn - Is there anything you are doing that would help other lines? Mrs Holt replied, yes we have talked about assessments being consistent and robust. Mrs Holt is talking to all subject lines and CLs about this. Conversations also in CMT between HoFs.

Geography, RS and Philosophy - Geography and RS - close monitoring lines

- Data analysis - Both Geography and RS are predicting fewer high grades than at the same point last year. Again, this could reflect the work of the team around making PM assessments more challenging.
- Focus on improving individual student attendance.
- Spare teaching capacity - staff have put on compulsory workshops for students which are well attended.
- Geography and RS teams have focused on retrieval practice and exam practice.
- AS level discussions around AS level Geography - content covered in AS not required for A level.

Governors asked the following questions:

Mrs Yates - Is Geography not then a line for linear A Levels? Mrs Holt noted the national review at the moment about the curriculum.

Other subject lines within HSS - Classical Civilisation, History Early Modern, History Modern, Politics

- Data analysis - PM2 data shows a similar picture to last year. Excellent attendance in Politics.
- Development of revision resources and a focus on exam technique and exam strategy.

EPO

- Data analysis - Cohort at a similar point to this stage last year. Improved attendance.
- Work ongoing to develop consistency across 11 groups in expectations of students meeting deadlines etc.
- Centrally monitoring and tracking student progress.
- Opportunities for intervention eg workshops on timetable.

HSS Faculty Recruitment

- Ideas and strategies across the faculty include assemblies to showcase subjects, History Magazine competition, Debating Society, Geography master classes.

Skills

- Skills Builder Accelerator Programme - training for PTs and CLs.
- Essential skills introduced across the board in PDP.
- CL training for the Universal Skills Builder Hub and dashboard.
- Student focus groups analysing awareness levels of the Skills Builder.
- Website developments to include a dedicated skills page.

Governors asked the following questions:

Mr Jenkins noted Sociology have impressive high grades and are the biggest in terms of numbers. EPQ is a great qualification, if there was a move to reduce the AS offer, would you offer more EPQ? Mrs Hold noted EPQ is a very beneficial qualification and is a consideration.

Ms Williams - Would reducing the AS offer help with cost? Mr Gresty noted this may help with the cost of invigilators but EPQ is not an easy subject to teach.

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

(Mrs Holt left the meeting)

4 Minutes of the Meeting held on 14 November 2024

The minutes of the meeting held on 14 November 2024 were agreed as a true and accurate record and will be signed electronically by Ms Williams who chaired the meeting.

5 Matters Arising

Action Log - November 2024

No	Description	Responsible	Completion
1	3 Languages and Applied Social Sciences (LASS) Faculty Update: Overall Performance including actions for improvement <u>Health and Education</u> - Mr Peacock to send to governors pass rates for 2023 for comparison.	Mr Peacock	Actioned
2	Performance Monitoring (PM) 1 Report Mrs Scott-Herron - highlighted page 4 full college - No of Reviews Effort Score should read 1.13%. Mr Contos to amend. 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.	Mr Contos Mr Gresty	Actioned Actioned-still a concern and CP is working on it
3	Policy review: Quality Framework 1. Mr Rigby - p2 How regularly do lesson visits take place? Mr Contos reported termly. Mr Contos to make an amendment. 2. Mr Rigby - p3 Monitoring student progress / p5 student engagement - frequency does not match the process. Mr Contos to align. 3. Mr Rigby - p9 - community engagement process, how is this developed? Mr Contos to include Pastoral QuIP. 4. Mrs Heald - p8 - employer engagement - to remove Pam Gardener as she is no longer at the College. Mr Contos to amend.	Mr Contos	Actioned

6 Final Draft College Self-Assessment Report - for information only

Mr Contos had shared the report with the Committee, a culmination of a team effort. Acted on the actions from Mrs Yates and Mrs Briggs when they came into College to externally validate the SAR. Overall College grade profile has remained the same as 2022/23, other than Behaviour and

Attitudes which has improved. The Report will now form the development plan. Clusters with an asterisk were highlighted as these indicate lines with a first year of the new curriculum structure.

Governors asked the following questions:

Mr Kahn enquired about strengths and areas for improvement, where a stronger evidence base may help. Mr Gresty noted the College Action Plan gives more detail. Mr Contos noted that underneath the College SAR is the curriculum area SAR where we see more detail. Assessment and feedback practices are strong to develop high grades. Mr Gresty noted that the College Action Plan will show governors where we have made progress.

Resolved – To receive the Final Draft College Self-Assessment Report

7 Link Governor Visits:

a. Operations - 05.11.24

Ms Williams met with Mr Bird and discussed student recruitment strategies for 2025 entry. Ms Williams had shared her report for information and highlighted key points to inform governors. Next link governor meeting - safeguarding.

Governors asked the following questions:

Mr Jenkins - What's in place around conversion? Mr Gresty noted the whole college approach to recruitment and getting more staff involved. Mr Roxby reported he helped out at the last interview evening where some 400 visitors attended and that there is another interview evening next week. Mr Gresty also noted they have changed the method of approach around acceptances and conversion. We have met with all TCAT Heads to look at conversion strategies. Curriculum teams have been asked to look at their input into conversion strategies. Senior leaders are going out into schools, early engagement to encourage application and conversion. Agenda item for the Annual Governor Seminar.

Ms Nuttie - Regarding open events, is that something as a governor we could be involved in? Mr Gresty gave an open invitation to governors. For the first time, for the February open event there is bookable talks for applicants with a focus on Y11. **Action: Mr Eccleston to share with Mr Bird - governor involvement in College events.**

Mr Khan suggested that as the College has links with Warrington Wolves, if we don't already, can we consider arranging for coaches to come in.

Mrs Yates enquired about the cost of the application process. Ms Williams noted the team have been looking at efficiencies in the online application processes, emailing communications and an online prospectus.

b. STEM - 25.11.24

Mr Jenkins had shared his report and commented on a really positive meeting with Mr Watson, Head of Faculty. There were updates on how the academic year had been going and on the grades from the summer. There was discussion around high grades, particularly in relation to the two priority areas. Student recruitment was also discussed and what actions are in place to drive this. Mr Jenkins noted it was very useful to have this conversation at the start of the year.

Governors asked the following questions:

Ms Williams - Do you as a college feel link governors are addressing the priority areas? Mr Gresty noted governors are asking the right questions around high grades, conversion

etc and that it was very pleasing to hear, from our perspective, that our senior leaders are ready to talk about the College's areas of focus.

Mr Rigby reported on a visit he had some 2 weeks ago where he noted Mrs Holt was very aware of the importance of student numbers. Next meeting is scheduled for March. Mr Rigby also noted he attended the debating society the same day, which was really good and there was a very good attendance. Mr Rigby agreed to share his report at the next meeting. **Action: Mr Rigby to share his report at the next meeting.**

8 Student Progress Monitoring Update including Retention and Attendance (PM2)

Mr Contos shared and took the Committee through the PM2 Report and highlighted the following:

- Analysis of effort scores.
- Attendance.
- First retention report by bodies - slight dip but still very positive.
- Y2 student by pathway - high grade predictions, higher than summer 23/24.
- Priority areas update.
- Students at risk - fewer this time than reported at PM1.

Governors asked the following questions:

Ms Williams - p 6 7 8 graphs and table appear out of sync. Mr Contos noted that there had been a change in the format and that he would revisit the data and upload a revised report to Governorhub. **Action: Mr Contos to revisit data and upload a revised version.**

Mr Jenkins - Those on current grade C/B with effort score 2, is there a correlation or any risk of learners falling through the net? Mr Contos reported we have had conversations at the lower level doing work around high achievers. Approach to learning score and current grade, we need to look at assessment. Mr Gresty noted the training staff have received around approach to learning, looking at C/B strategies, Easter and Saturday workshops etc. After PM3 we have another round of QuIP meetings and will include something about this. Mr Contos has done a lot of work on data analysis and provided 3 reports for colleagues which have been well used and are easily accessible.

Ms Williams - Some cohorts not yet set up on the college management system - p 2 and no comparisons on p 3 and 4. Mr Contos noted this is new but will be in place for next year.

Resolved – To examine the Performance Monitoring 2 Report

10 Any Other Business

Review of Governing Body - Mrs Yates

Mrs Yates reported that she and Mr Gresty propose to undertake a review of governance to help us celebrate those aspects of governance at Priestley that are working well and identify areas for improvement for the years ahead. Tim Long, TCAT School Improvement Lead, has kindly agreed to conduct the review and has availability to conduct some governor meetings between now and our Governor Seminar on 7 March, where Tim will give feedback and present his report. Trust minimum expectation for two meetings a term, one on business and one on curriculum.

11 Date and Time of the Next Meeting

Thursday 6 March 2025 at 4.30 pm

The meeting closed at 6.10 pm confirmed

Action Log - January 2025

No	Description	Responsible
1	<p>Link Governor Visits</p> <p>Action: Mr Eccleston to share with Mr Bird - governor involvement in College events.</p> <p>Action: Mr Rigby to share his report at the next Quality and Standards meeting.</p>	<p>Mr Eccleston</p> <p>Mr Rigby</p>
2	<p>Student Progress Monitoring Update including Retention and Attendance (PM2)</p> <p>Action: Mr Contos to revisit data and upload a revised version.</p>	<p>Mr Contos</p>