



MINUTES
CURRICULUM & QUALITY COMMITTEE
 Date: Wednesday 15 June 2022
 Via Microsoft Teams
 Time: 6:00pm

Chair	Danny Ridgeway
Corporation Members	Geoffrey Makstutis, James Beckles, Joanne Roxburgh, Paul Stephen, Trina Sarkar
In Attendance	Deputy Principal: Jamie Purser Executive Director, Strategy & Innovation: Matt Fawcett Chief Operating Officer: Judith Abbott Director, Student Services: Sharon Cousins Director, SEND: Laura Dunn Hagerty
Item 6 Item 7	
Clerk to the Corporation	Judith Nelson

Item No	Item of business
PRELIMINARY PROCEDURAL MATTERS	
1.	Chair’s Welcome & Opening Remarks The Chair welcomed Director, Student Services, Sharon Cousins and Director, SEND, Laura Dunn Hagerty.
2.	Apologies For Absence <ul style="list-style-type: none"> ▪ James Beckles
3.	Declaration of Interests None.
4.	Minutes of the Last Meeting Held on 23 February 2022 The minutes were signed as a true and accurate record
5.	Matters Arising and Action Points from the Meeting There were no outstanding items to report.
ITEMS FOR CHALLENGE, MONITORING & REVIEW (INTENT / IMPLEMENTATION / IMPACT)	
6.	<p>Careers & Matrix Update The Director, Student Services, presented a walkthrough of the careers vision and objectives of the careers service:</p> <ul style="list-style-type: none"> ▪ Matrix The recent Matrix report is external validation of the improvements in place as a senior leadership team. ▪ Careers Vision: To be a valued, an integrated part of College life, known for its expertise, professionalism, and student-focused approach in the delivery of careers education, information, advice and guidance. ▪ Intent: To offer a careers programme that empowers and enables all students to raise their aspirations, develop their employability skills and improve social mobility. Students will have the opportunity to prepare for their transition into the world of work through extra-curricular activities, experiences of the workplace, employer talks, visits from higher education institutions, information about career pathways and opportunities for personal guidance. <p>The Committee commended Sharon Cousins for the breadth of the update, noting the objectives in place for the careers service. The Committee also thanked Sharon for all the work undertaken in receiving the Matrix accreditation.</p>

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7.	<p>SEND Provision Journey, Developments & Intent The Director, SEND, presented a walkthrough of the current progress in the SEND area, making them aware of the following pertinent points:</p> <ul style="list-style-type: none"> • The SEND area has undergone a restructure and appointed a new Head of School • Moving to a 4-day model, refocussing curriculum to include vocational courses for students working at pre-entry or the lower entry levels • The previous challenges managing the relationship with the London Borough of Newham is now much improved • Improved work experience offer • Stronger community partnerships <p>Alternative Provision and SEND providers across Newham were approached to bid for capital investment under 5 lots. The SEND & ALS department have submitted bids under 2 different lots.</p> <p>Lot 3 - New post-16 provision The College bid is to refit the current Focus Zero space to become a fully functional independent living flat. The area would include teaching space, a cookery room, a bedroom, lounge and working bathroom to allow for practical independent sessions and to support the development of skills needed for adult life. As part of these plans, some of this space would also be partitioned to create a Café that opens onto the Highstreet, which will be run by SEND learners and develop a realistic work environment onsite.</p> <p>Lot 5 - Enhancements to existing provision to develop SEND/AP space The College has submitted a bid for funds to buy and install a polytunnel at East Ham to augment the new Horticulture provision. A further has been submitted for funding to create a new sensory and chillout space within the 3rd floor SEND area.</p> <p>The Committee commended Laura Dunn Hagerty for the remarkable progress and initiatives to further improve the provision.</p>
8.	<p>College Key Performance Indicators (KPIs) 2021-2022 Update The Deputy Principal made the Committee aware of the following pertinent points:</p> <ul style="list-style-type: none"> ▪ Adult enrolment, funding thresholds and allocation The College is predicting that it will be challenging to reach 97% of its allocation. The forecast is 95-96% of its allocation. Further meetings and analysis are taking place weekly to ensure that the College endeavours to maximise the adult funding claim, mitigating, as far as possible potential clawback from the GLA. The College will continue to actively seek to reach 97% of allocation but may fall 1-2 percentage points short of this threshold. ▪ Attendance Current student attendance 81.9%, against a target of 90%. Attendance, and timely achievements are the primary focus for the College in term 3. Structures, systems, and a collective culture of working collegiately to improve learner attendance is starting to show promise and have impact. Attendance approaches for the remainder of the academic year are to focus on high attendance to GCSE and vocational exams. GCSE attendance is currently English @ 88% and Maths @ 89% ▪ Retention of students Over retention is 96.3% against a KPI of 96% Adult retention is 97.2% against a KPI of 96% Young retention is 92.1% against a KPI of 96%

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	<ul style="list-style-type: none"> ▪ Other KPI's and Targets Unmarked registers at 57 against a KPI target of no more 100 Apprenticeship Achievements at 63%, with high grades at 42.2% against a KPI of 40%.
9.	<p>16-18 Curriculum Planning Outline 2022/23 The Deputy Principal made the Committee aware of the following pertinent points: The 2022/2023 curriculum plan for study programmes was finalised and developed to:</p> <ul style="list-style-type: none"> ▪ Meet 2022/2023 funding allocation (1752 learners) ▪ Grow learner numbers; regain and increase market share ▪ Introduce new courses and develop the study programme offer to align with resource investment, estate, and strategic plans ▪ Reduce subcontracted provision (year on year) ▪ Increase allocated SEND places from Newham ▪ Increase internal progression of 14-18's
10.	<p>Any Other Business None.</p>
11.	<p>Meeting Schedule for 2022-2023:</p> <ul style="list-style-type: none"> ▪ 15 March 2023 ▪ 21 June 2023