



## MINUTES OF THE QUALITY AND STANDARDS COMMITTEE MEETING

Held on Teams  
Tuesday 29 November 2022 at 6pm.

**Present:**

Ruth Seabrook (Chair)	Jane Duscherer
Natasha Meade	Andy McVeigh
Ben Obese-Jecty	Kate Parsons
Max Nicholson	

Helen Odhams (Deputy Principal, Advising  
Officer)  
Catherine Davies (Clerk)

### 1. REGISTER OF INTERESTS

There were no declarations of business interests from the Trustees.

### 2. APOLOGIES FOR ABSENCE

All Trustees were present.

### 3. MINUTES OF THE LAST MEETING

The minutes of the previous meeting of 27<sup>th</sup> April 2022 were approved as an accurate record.

### 4. MATTERS ARISING

There was a matter arising from the previous minutes:

**Q&S2-001** DEH to review whether students leaving for mental health reasons shared protected characteristics.

The Deputy Principal explained that they had looked at the reasons for leaving due to mental health over previous years and there was no clear pattern. Moving forward this issue will be tracked in the Retention Report.

### 5. OFSTED INSPECTION REPORT

The Deputy Principal briefed the Committee regarding the Ofsted Inspection Report.

The College was delighted with the Outstanding Ofsted rating in every judgement area.

The Deputy Principal outlined the inspection process to the Committee. There were 4 Inspectors who each took on at least 1 judgement area and a quality assurance Inspector who assured the quality of the work of the inspection team. During the 4 days of the inspection the Leadership Team were given regular opportunities to feed back to the Inspectors. The Inspectors chose 6 subjects to inspect in detail: A Level Psychology, A Level Biology, A Level English Literature, A Level Photography, A Level Geography and BTEC Media. The Inspectors also spent time with the Learning Support Department, they met with student groups, students with EHCP's, the Safeguarding team and they inspected the SCR. The Inspectors were interested to find out more about the volunteering and community work of students and to discover how teachers are building resilience in students post-pandemic. The Inspectors toured the estate as they moved between teaching blocks and were impressed by the calm atmosphere at the College.

The Inspectors praised the way the College develops students in terms of equality of opportunity and diversity and noted the students consistently fed back that they felt safe on campus. The Safeguarding Team's work regarding "raising a concern" was viewed as exemplary by the inspectors. The work experience programme offering both virtual and actual work experience was also praised. The Inspectors were able to see the value placed by the college on giving students the opportunity for personal development to ensure they grow to be well rounded individuals.

In terms of Leadership the Inspectors saw a culture of high expectation at all levels across the College. They were impressed by the dialogue amongst the teaching staff to ensure the academic courses offered are constantly reviewed to ensure they meet changing industry needs. The professional development of teachers was praised, and staff fed back to the Inspectors that they felt pride and enjoyment from working at the College.

The committee thanked the Deputy Principal for her overview.

The Committee congratulated the College on the Outstanding Ofsted September 2022 Report and rating.

## **6. COLLEGE SELF-ASSESSMENT REPORT 2021-22 AND QUALITY IMPROVEMENT PLAN 2022-23**

The Deputy Principal introduced the [College Self-Assessment Report 2021-22](#).

### Quality of Education

The approach the College took towards developing teaching, learning and assessment strategies for 6.2 students was successful and resulted in excellent exam results that were above the national average for all groups. The Deputy Principal drew attention to the Higher Education Statistics Agency data for 2020-21 which continues to confirm the College's position as one of the best colleges in the UK to prepare students successfully for Higher Education.

BTEC qualifications have been highlighted as an area for improvement with support given to the teaching staff to improve outcomes and retention.

A Trustee asked about the student survey question "I am provided with information, advice and guidance I need to help me decide what my progression after Esher will be" with a 77.9% response of Strongly Agree/Agree. The Deputy Principal replied that the work of the Progression Guidance team is very good but she will speak to the team and look at areas where there is room for improvement.

**Action:** Deputy Principal to speak to the Progression Guidance Team to consider where there might be any areas for development.

Behaviour and Attitudes

With the return to full time attendance on site in 2021-22 staff noticed the study skills of students weren't as well developed as students who had attended pre-pandemic. To respond to this the College has had a push on punctuality which has led to improved punctuality data. The Behaviour Strategy ensures the site remains safe. An area for development is the potential use of lanyards by students. A consultation regarding students wearing lanyards on site will be held to discuss the issue and the Committee commented that it's hard to find a balance between being asked to wear a lanyard and the consequences if a student doesn't participate.

Personal Development

The College internship and work experience programme is exemplary, and this culminated in the College being recognised nationally for its work by being awarded the Sixth Form College Association Award for Enrichment and Employability. An exciting development is the Oxbridge Programme, a new co-ordination team has re-invigorated the programme with an increased number of applicants this year. The Progression Guidance team has strengthened its relationships with apprenticeship organisations and hosted the EM3/Esher Sixth Form College Degree Apprenticeship Fair attended by around 1700 students from the local area.

Leadership and Management

The leaders at the College have continued to develop strategies to adapt to Government directives regarding the funding or defunding of BTEC qualifications. The Strategic Plan for the College is now complete and includes the development of a digital strategy. The College successfully implemented the Government's request for an extra 40 GLH per student per academic year. The Expression of Concern system has been effective in highlighting the concerns of students and the College now subscribes to the Smoothwall service (an active monitoring service for internet searches). The highly successful internal safeguarding audit made no recommendations demonstrating the strength of the systems in place. Areas for development include IT and the digital strategy and the College will review the College response to the request for 40 GLH and make changes if required.

The Deputy Principal introduced the Quality Improvement Plan 2022-23.

The Deputy Principal asked the Committee for comment regarding Targets 9 and 10:

The exam boards have advised they will be using 2019 levels of attainment for students sitting exams during the Summer of 2023. Across all schools and colleges teaching staff are finding it difficult to know where the grade boundaries will lie so it's tricky to estimate pass rates.

The Deputy Principal asked the Committee to agree to the following target rates in the QIP:

Pass rate of 99% or above achieved.

High grade rate of over 60%.

The Committee agreed to these rates.

A Trustee asked about Target 11 concerning BTEC benchmarking. The Deputy Principal replied that benchmarking data for BTECs is different to that of A level and more complex to interpret. National data also doesn't come out at the same time as A level. The Deputy Principal will update the performance indicator to include a measurement by which BTEC qualifications will be judged once the national data is released in February.

A Trustee asked about Target 20 concerning Mental Health and whether it should be a higher risk category than 2. The Director of Safeguarding and EDI replied that mental health support at the College for students is excellent but there is always more to be done. The training of a member of staff as a Mental Health First Aider means that more staff can now be trained on site. This is therefore a developmental target. The Trustee was happy to keep the target number as 2.

The Deputy Principal asked the Committee if they would like a Vocational Strategy to be included in the Leadership and Management section of the QIP. The Committee agreed that it would be a good idea to reference Vocational Strategy in the QIP.

**Action:** The Deputy Principal will include a vocational target in the College SAR and QIP.

## 7. ANY OTHER BUSINESS

The Deputy Principal thanked Ruth Seabrook for her leadership of the Committee.

## 9. DATE OF NEXT MEETING:

The date of the next meeting is Thursday 27<sup>th</sup> April 2023

*The meeting closed at 7.25pm.  
Attendance was 100%*

Signed.....

Date.....

## SUMMARY OF ACTIONS

<b>Q&amp;S1 - 001</b>	Deputy Principal to speak to Progression Guidance Team to focus on areas for development and will add this to the College QIP if appropriate.
<b>Q&amp;S1 - 002</b>	The Deputy Principal will include a vocational target in the College SAR and QIP.

## SUMMARY OF GOVERNOR CHALLENGE [C] / SUPPORT [S]

<b>C/S</b>	<b>Minute</b>	<b>Topic</b>
S	5	The committee congratulated the College on the Outstanding Ofsted September 2022 Report and rating.
C	6	Progression Guidance Team areas for development.