

CORPORATION OF RICHMOND UPON THAMES COLLEGE
MINUTES OF A SPECIAL MEETING
OF THE CURRICULUM, QUALITY AND STANDARDS COMMITTEE
HELD ON TUESDAY 10 MARCH 2015 AT 5.30PM IN ROOM D6

Present:

Barbara Gilgallon	Chair, Independent member of the Corporation
Cathy Bird	Chair of the Corporation, Independent member
Sally Newton	Co-opted member
Rob Pope	Independent member
Jeanne Kenyon	Student member
Chloe Wint	Student member
John O'Shea	Vice-Principal
Nicola Lupton	Assistant Principal
Jeff Lindsay	Head of Quality

1. Apologies for Absence

Apologies for absence were received from Robin Ghurbhurun, Bernadette Joslin and Gareth Watts.

The Chair welcomed John O'Shea to the meeting.

This was the last CQS meeting attended by the Student Governors and the Chair thanked them for their extremely helpful contributions to meetings during the year.

Members noted their agreement that the CQS Committee should meet twice during each term and that this meeting would receive presentations from the Curriculum Directors on the headlines from the Performance Review Reports.

The Chair said that the Committee would receive information about strategies to improve performance, together with information about areas where there was good achievement.

2.0 Declarations of Interest

There were no declarations of interest in the business to be discussed.

3.0 Performance Review – Curriculum Directorates

The Committee had received the following previously circulated documents:

Directorate A: Curriculum Director, Grant Martindale

- Construction Performance Review
- Business Performance Review
- Health and Social Care Performance Review
- Sport Performance Review
- Hospitality/Travel and Tourism Performance Review

(All Spring 2015)

Directorate B: Curriculum Director: Janna Perryman

- Computing and IT Performance Review
- Mathematics Performance Review
- Supported Learning Performance Review
- Engineering and Technology Performance Review
- Science performance Review

(All Spring 2015)

Directorate C: Nilar Zaw

- Creative Arts and Media GCE and GCSE Performance Review
- English and Communications Performance Review
- Vocational Visual Arts (and HE) Performance Review
- Vocational Media and Performing Arts Performance Review
- Humanities and Modern Foreign Languages Performance Review

(All Spring 2015)

3.1 Presentation on Directorate B

The Committee received a tabled copy of the presentation which followed. The presentation is attached to these minutes.

In relation to the section on 'Teaching and Learning' a governor asked why all Science A Levels using the AQA exam board this year was an example of good practice. The Curriculum Director advised that this would ensure consistency of practice and efficiency of teacher time. He also said that AQA had been supportive in training staff and that this had partly informed the decision.

The Corporation Chair asked whether the identified risks in the presentation might be seen as justification for poor performance rather than risks to achievement. The Committee was advised that there had been open dialogue with staff to understand the issues related to risk and that the Curriculum Director had worked very hard with her teams in terms of their accountability and their role in building student confidence.

The Committee noted that sickness and staffing issues were a key risk and the Assistant Principal spoke about the management of these areas.

A governor asked a question about student behaviour and members were advised that students on courses that they had not opted to do, for example statutory re-takes of Maths and English, where a grade C had not been obtained, may link with some behaviour issues.

3.2 Presentation on Directorate C

The Committee received a tabled copy of the presentation on Directorate C, which followed. The presentation is attached to these minutes.

Governors asked whether the strategies for improving attendance were having the required effect and a discussion took place. Members were advised that:

- a limited number of poor attenders could distort figures for a larger group
- there had been some improvement in attendance, however the significance of this should not be overstated
- attendance figures at the moment were in line with those for last year

The Corporation Chair asked whether further strategies might be put in place to improve attendance. The Vice-Principal advised that from September 2015 attendance would be addressed within the first two weeks of term and any issues would be dealt with immediately. Much work had been done on induction for next year and non attending students would be asked to leave. In response to another governor's question members were advised that the College's policy on attendance would be made more visible on the College's website.

Members noted the expectation that an enhanced awareness of data would impact on student success and were advised that teams now found data more accessible.

A governor advised that teachers must 'own' the desire to see the performance of their students improve and that this should be a culture in the College.

In response to a question from the Corporation Chair, members were advised about the College's target setting process.

3.3 Presentation on Directorate A

The Committee received a tabled copy of the presentation on Directorate A which followed. The presentation is attached to these minutes.

In response to the Corporation's Chair's concern about attendance issues it was noted that there is now increasing ownership of attendance at team level.

Governors instigated a discussion about the rationale for dropping courses. They were advised that there was a clear process in place for reviewing course provision which included student numbers, three year trends and staff recruitment issues. The Committee was reassured that this strategy was in place.

The Committee recorded that staff recruitment had been a recurring theme in the presentations and the importance of the promotion of the College as an excellent place to work was noted.

The Chair said that governors would participate in Learning Walks the following week, when there would be the opportunity for them to ask staff specific questions.

The Committee thanked the Curriculum Directors for their informative presentations.

4.0 Any Other Business

The Committee noted that it would look at the College's results for vocational qualifications at its second meeting in the summer term.

ACTION: CQS COMMITTEE

5.0 Date of Next Meeting

TUESDAY 12TH MAY 2015 AT 5.30PM

The meeting closed at 7.30pm