



Minutes of the Curriculum and Quality Committee Meeting  
held on  
Monday 5<sup>th</sup> June 2023 at 4.30pm

Present:

Peg Hulse (PH) - Chair	Rachel Gray (RG)
Justin Knight (JK)	Jeremy Pattison (JP)

In attendance:

Carol Horlock (CXH Asst. Principal)	Ken Kehoe (KK Clerk to the Trustees)
Oliver Stevens (ODS Deputy Principal)	

		Action
1.	Apologies for Absence	
	There were apologies from Ed Sylvester (ES)	
2.	Declarations of Interest	
	There were no declarations of interest for any items on the agenda.	
3.	Appointment of Chair	
	The Trustees agreed to appoint Peg Hulse as Chair of the meeting.	
4.	Minutes of the last meeting held on Monday 20 <sup>th</sup> February 2023	
	The Committee approved the minutes of the last meeting held on Monday, 20 <sup>th</sup> February 2023 as an accurate record.	
5.	Matters Arising	
	There were no matters arising.	
6.	Student Support Update	
	<p>CXH briefed the Committee on the student support data, highlighting the continuing situation regarding student mental health. In response to Trustee questions, CXH noted that there were data issues, including a Counsellor allocating incidents incorrectly. Trustees asked, given the caveats, whether CXH's judgement was that there was more student anxiety? CXH noted that this was difficult to say. Students were reporting more, and staff were increasingly proficient with the use of CPOMS. The data gave a picture of day-to-day activity, but not necessarily the complete picture. Trustees noted that their main interest was whether the interventions that had been put in place were working. Was investment being put in the right place? CXH advised on the work to get the CIS and CPOMS systems to work together and she said that the aim was to allow tracking of student interventions with student outcomes.</p> <p>The Committee agreed that establishing a system of tracking the effectiveness of interventions should be added to the Committee's development plan for next year.</p> <p>The Committee also agreed that the format of the data presented should be consistent so that they could more easily track developments between meetings.</p>	<p>PH/KK</p> <p>CXH</p>

CXH advised that there had been 3 potential PREVENT incidents logged of which 1 was referred to the programme.

There were 131 bursary students, with 4 on vulnerable bursaries.

Attendance was at 91.5% across the College, but Access Year group attendance was low. In response to Trustee questions, CXH advised that there were 40 students in the Access Year group.

Turning to Fitness to Study, Trustees asked whether the system was working. CXH advised that it was too early to tell, but the number of re-starters was fewer as there is so much intervention to support the students. In response to Trustee questions, CXH advised that the Fitness Study programme was a College initiative and that when a student went on the programme then they stayed on it. But she noted that the pastoral system, covering Fitness to Study, discipline, and academic support was being reviewed.

CXH

The Committee asked that they be briefed on the outcome of the review at their next meeting in the Autumn term.

ODS

make their final announcement until July 2024, but Pearson would set out their position, as the main provider, in July 2023. The Trustees noted that the matter would also need to be considered by the Finance and Estates Committee, and possibly by the Governance and HR Committee, if there were staffing implications.

The Committee took note.

9.	Governance Self-Assessment Review: 2022/23 Objectives	
<p>The Trustees discussed the current year's objectives and possible objectives for the next year. Regarding Objective 1, the Committee did not feel that it had met the objective for Safeguarding data. There needed to be greater consistency in the data, and it needed to</p>		