

**WALSALL COLLEGE MINUTES OF A MEETING OF THE LEARNING & QUALITY COMMITTEE
HELD ON MONDAY 3 APRIL 2023 AT 0900 HRS
VENUE: TEAMS**

Attendance Present: **Attendees**
Paul Averis - Chair
Mary Mahoney (until 0930 hrs)

Together with: **David Turner - Assistant Principal Quality and HE**
Richard Brennan - Assistant Principal Curriculum
Helena Platt - Head of Personal Development
Viktorija Deakin - English & Maths Development Manager
Alison Buick - Head of Governance

Apologies: **Rani Sahota, Heather Lodge**

Absent, No Apologies: **Sam Jarvis**

Item	Subject	Who
30.23	<p>CHAIR'S OPENING REMARKS The Chair welcomed members to the meeting and thanked them for their attendance. This was a short meeting to receive an update on English and Maths</p>	
31.23	<p>APOLOGIES FOR ABSENCE Rani Sahota, Heather Lodge.</p>	
32.23	<p>DECLARATIONS OF INTEREST There were no additional declarations made.</p>	
33.23	<p>CURRICULUM UPDATE – MATHS, ENGLISH AND GCSES The Assistant Principal Curriculum shared a presentation on screen and gave an update covering the following:</p> <ul style="list-style-type: none"> • A recap of the GCSE Maths and English results in 2021/22; • The changes to the approach to Maths and English in 2022/23 to date and the agreement to provide regular updates to the Learning and Quality Committee. The last such update had been in December 2022; • The curriculum had been re-designed in 2021 and Maths and English were now devolved into curriculum areas rather than part of a central team. In 2021/22 a high number of students had been entered into Maths and English exams but in the current year a more tailored approach had been taken; • Data was shown with the overview of the assessment results for both English and Maths in January and March 2023. These showed students making at least expected progress, those below expected progress and those with projected grades of 4 or above; • The interventions and support in place for students, including using the National Tutoring Fund; • The importance of attendance and the college expectation of at least 80%; • The detailed information that staff used to compile the data and to drill down in a variety of ways to inform support and intervention needs. 	

Item**Subject****Who**

The English & Maths Development Manager commented on some areas of identified concern and actions being taken, including:

- Students at risk of not attending their exams;
- The level of interventions in place, including Easter revision sessions;
- How impact of interventions would be measured;
- Additional classes that would be added next term and in the run up to exams;
- Letters sent to parents and students with information and suggested support;
- Focus on revision techniques;
- Ways in which exam rooms were allocated and set out;
- GCSE staff training.

A Governor asked how staff were ensuring that engagement in Maths and English remained high, and that students understood how it was relevant to their vocational subject area.

Governors thanked staff for the excellent work that was ongoing to make improvements in this area.

The Chair commented that staff seemed to be taking all appropriate steps to plan and prepared for exams, and asked how students would continue to be motivated and engaged once exams had started.

The Head of Personal Development noted that attendance at exams sometimes reduced after the first paper and that staff would be asked to meet students after each one. This would be an opportunity to discuss the paper, consider topics for the next exam and generally provide some encouragement and motivation to students. Information continued to be shared by staff with students up until their last exam.

There was a discussion about other ways to continue to keep in touch with students between exams and the importance of this. The Assistant Principal Curriculum confirmed that considerable efforts were made on exam days to ensure that students were well supported

The Head of Personal Development explained the work that had been completed with an external Maths consultant. They had reviewed all levels of Maths teaching in college and her feedback would be considered with staff after Easter. The Assistant Principal Curriculum added that staff had taken greater ownership of Maths and English this year. Managers now regularly discussed progress and any challenges, including staffing, that would affect this.

The Chair was pleased to see that Maths and English were priorities this year.

(Mary Mahoney left at 0930 hrs)

The Chair commented on the breadth of the college strategy and the plans in place to meet needs. It was agreed that staff had worked hard and that pressure needed to be maintained until exam dates. Staff needed to be motivated to keep going as well as students.

Item	Subject	Who
	<p>The Head of Personal Development stated that students in each curriculum area would be reviewed to ensure that appropriate interventions were available in the final run up to exams.</p> <p>The Assistant Principal Quality and HE noted national achievement rate data that had been published in the previous week. This would be shared with the Committee for information.</p> <p>The Chair asked the Head of Personal Development to email all staff on behalf of the Learning and Quality Committee to thank them for their work and efforts to support the students.</p> <p>It was agreed that having a short update on this key area between the formal Committee meetings was worthwhile and would be considered again if necessary.</p>	<p>Assistant Principal Quality and HE</p> <p>Head of Personal Development</p>
34.23	<p>DATE OF NEXT MEETING Wednesday 28 June 2023 at 1630 hrs.</p> <p>The meeting ended at 0940 hrs.</p>	

Item	How governors challenged management
33.23	Assurance sought that staff were ensuring that engagement in Maths and English remained high, particularly during the exam period, and that students understood how it was relevant to their vocational subject area.
33.23	Short update on this key area between the formal Committee meetings to be considered again if necessary.

Item	Impact of meeting on college
	Attendance/engagement in English and Maths continues to be a high priority for all staff.