

## SFCF AQC Minutes, Monday 22<sup>nd</sup> March 2021, 5pm

Present: Peter Eyre (Chair), Catherine Cole (Principal), Dawn Arnold, Rachel Holmes, Helen Manning, Justin Slater, Bob Wilde, Peter Williams, Andrew Freeman, Greg Thornton, Steve Birtles.

In attendance: Matt Smith (AP Pastoral), Helen Ruxton (AP Admissions and School Liaison), Rebecca Rhodes (AP Teaching, Learning and Assessment), Simon Reigh (AP Quality), Alison Woolley (Director of Higher Education Access), Jo Munroe (Clerk).

### 1. Standing Items

- 1.1 Apologies Sue Myland and Angelo Dela Cruz
- 1.2 Declaration of Interests not previously declared: None.
- 1.3 Minutes from 1<sup>st</sup> February 2021: Still awaiting amendments.
- 1.4 Action points from the last meeting
  - Councillors to update AQC on progress against relevant QIP targets in upcoming meetings to June - **ongoing**
  - RR/PW to report results of January Learner Voice – **see item 4.1**
  - SM to meet with Sam Cook to update AQC on equality and diversity progress at the College – **SM unable to attend this meeting, item 5 now moved to May AQC.**
  - RR to give brief VESPA and Mastery presentation at future AQC and circulate VESPA booklet to AQC Members – **on May AQC Agenda**
  - MS to inform AQC on actions taken regarding retention of vulnerable students – **information circulated and Matt Thorn attending May AQC**
  - RR to update on findings of Timetable Working Party – **May AQC**
  - RR to monitor music and report issues – **ongoing**
  - CC to ensure all AQC members are included on all emails sent by the college to staff and parents.

### 2. Chair's Update

- 2.1 PE due to step down as Chair in August, SM will step down as Vice Chair. HM will become Chair with RH as Vice Chair. PE will continue as a Trustee for The Prospect Trust. SM will continue as AQC Member.
- 2.2 Frimley Church of England Junior School have now joined the Prospect Trust.

**Action:** Safeguarding Lead role to be allocated to AQC Member.

### 3. Senior Leadership Team Update

- 3.1 Reopening has gone well with 88% of students tested in the first two weeks. The majority of students are attending College physically.
- 3.2 Following circulation of the latest documentation regarding TAGs, the AQC were informed that a minimum of three items of work/assessment will be included in calculation of the grade. Each department has been asked to complete a centralised database to ensure teachers have enough evidence to support the grades allocated.

No more than 20% will be included from Y12 work and this will only be included for courses where Y12 work will support the grade. No more than 60% will be taken from work completed in the next 5 weeks. A maximum of three hours of assessment per subject will be completed. Those students who are unable to attend College for assessments will be able to complete the assessment at home. The College is still waiting for advice from exam boards regarding the use of a formula.

Once the process has been finalised a communication will be sent to students and parents. Appeals are possible following Results Day (10<sup>th</sup> August), however, a pre-submission system has been set up to enable early appeals.

- 3.3 Applications are in-line with the previous years
- 3.4 Currently there are no active complaints.
- 3.5 Attendance data had been sent out – No comments

**Action:** PE to send an email of 'thanks' to the support staff on behalf of the AQC

### 4 Results and Progress Data

- 4.1 Overall the results of January 2021 Learner feedback were good, the issues identified concerned the 3-hour lessons and breakouts. The 50%-57% Prospects Diploma figure was queried, however this relatively low number had arisen as students had been advised only take part in the Diploma if it did not create additional stress for them. The VESPA figures were low, RR reported that the phrasing of the questions had negatively impacted the results.

**Action:** RR to update the AQC on capturing data from students on mixed programmes and the breakdown between 1<sup>st</sup> and 2<sup>nd</sup> years

4.2 AW presented the UCAS report and Destinations data. The disparity between predicted and actual grades was raised, noting that this has been a problem historically at the College. The numbers show a higher male than female acceptance rate, however, there is no obvious reason for this.

It was noted that the objective for the College is to ensure that students were on the right career path for them as individuals, which might not necessarily be to apply for higher tariff universities. Students taking part in mixed programmes are less likely to apply to higher tariff universities

4.3 Oxbridge Numbers 2020/21 – noted.

**Action:** AW invited to return to AQC at a later date with a greater data provision based on questions provided in advance from the AQC Members.

## 5 Equality and Diversity

SM to cover at the next meeting.

## 6 Safeguarding

MS updated there has been significant increase in referrals from outside agencies since Christmas. There has been a decrease in anxiety 2<sup>nd</sup> years but an increase in 1<sup>st</sup> years. Counselling is now back face-to-face. The current wait time of 3-4 weeks for counselling is manageable as all students have an initial meeting immediately to assess need.

College is in the process of developing links with a charity on board soon, to offer extra counselling provision.

BW noted that the Student Association had discussed putting together a breakfast club for the first years who have spent a large percentage of their time learning remotely. This was unanimously welcomed by the AQC.

## 7 Items to Note.

7.1 Questions regarding SEND questions have been submitted. To avoid intense workload, submission of questions will be staggered.

7.2 There has been improvements made to the blue dot allocation system.

7.3 A revised TPT Scheme of Delegation is being sent out in June.

## Dates of Next Meetings

**5pm, 18<sup>th</sup> May 2021 (This date is a change from the schedule, previously 17<sup>th</sup> May)**

5pm, 21<sup>st</sup> June 2021

11am, 22<sup>nd</sup> June 2021 (Trust Advisory Forum, all AQC members are invited)