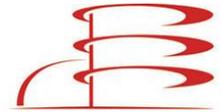


APPROVED: <i>Chair</i>	DATED:
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OPEN MINUTES OF STRATEGIC PLANNING, POLICY & QUALITY ASSURANCE COMMITTEE
Monday 15 March 2021 at 17.30 via Microsoft Teams



Bexhill 6th Form College

STANDING ITEMS

Present: Marie-Ange Coxhead (Vice-Chair)
David Kelly
Mpanji Simfukwe (Parent Governor)
Karen Hucker (Principal)
Elisabeth Lawrence (Staff Governor)

In Attendance: Dave Brown (Vice Principal)
Jackie Taylor (Director of Services Supporting Learning)
Lee Redfearn (Marketing Manager – for Item 1)

Apologies: Lloyd Taylor (Chair)

WELCOME AND INTRODUCTIONS

The new Parent Governor, Mpanji Simfukwe, was welcomed to the meeting and introductions were given by all present. In the Chair's absence, the Vice-Chair led the meeting.

NOTIFICATION OF ANY OTHER BUSINESS

There was none.

DECLARATION OF INTERESTS

No new declarations of interests were made in respect of items on the agenda.

MINUTES OF PREVIOUS MEETING

The open and confidential minutes of the Strategic Planning, Policy & Quality Assurance Committee held on 23 November 2020 were agreed.

MATTERS ARISING FROM PREVIOUS MEETING

There were none.

MAIN AGENDA

SPPQ20/11. MARKETING COMMUNICATIONS AND ACTIVITIES 2020/21

The Committee received a verbal update from the Marketing Manager giving a summary of College events and activities that had been supported by the College Marketing team since September.

The team had worked creatively to keep students engaged throughout lockdown and periods of remote learning. Work had included involvement in Love Our Colleges week, photography competitions and support for Children in Need: all of which had taken place whilst operating within permitted restrictions due to Covid-19.

[Confidential Note].

There had been a focus in social media on the success stories of students as well as student wellbeing and mindfulness.

[Confidential Note].

Discussion took place on who made the majority of decisions when it came to deciding on a college choice for students

The Committee thanked the Marketing Manager for his presentation.

SPPQ20/12. QUALITY IMPROVEMENT PLAN MONITORING 2020/21

The Committee noted the report which presented the first term's monitoring of the QIP through which the following points were noted:

A: the use of Microsoft Teams as part of the College's online delivery had been highlighted.

[Confidential Note].

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B&C: it had been confirmed that examinations would not be taking place this year. The Vice Principal gave an update as to how gradings would be issued through evidence based Teacher Assessed Grades, as opposed to the Centre Assessed Grades used for 2019/20, with the expectation that for this year more evidence of grades would be available. The assessment of vocational courses would fall into two categories: those that could be assessed through the TAG process, and those that were competency based and linked to a qualification. For the latter those students would be required to complete an adapted assessment.
[Confidential Note].

D&E: The challenges of GCSE English and Maths resits were discussed.
[Confidential Note].

F: The challenges of delivering enrichment during lockdown were discussed. As expected, enrichment activities had been hit by Covid-19 in the last academic year and challenges in this area had continued into 2020/21.
[Confidential Note].

G: As expected work placement opportunities were limited due to the current situation with Covid-19. Staff were being encouraged to look at the different ways in which work related learning could be developed.

H: The College was in the middle of a successful mass testing programme.

I: The approach to staff development during the pandemic was discussed and training continued to be evaluated.
[Confidential Note].

J: T Levels in the Digital, Health, Science and Early Years pathways would be on offer from September 2021.

K: The new STEM building was now open and ready to be used for teaching. An in-house payments system had been developed and was now operational.
[Confidential Note].

L: [Confidential Note].

- SPPQ20/13. **CURRENT STRATEGIC UPDATE INCLUDING CURRICULUM DEVELOPMENTS, APPLICATIONS AND INTERNATIONAL STUDENT PROGRAMME**
Covid 19: Current focus was on the assessment process replacing the exams and mass testing, as previously highlighted to Governors.
[Confidential Note].
Curriculum Changes: The second phase of the Applied Generals consultation has closed in January and although there had been no confirmed outcome, there had been a call to delay any changes being implemented due to Covid-19.
HE Update: The Committee was provided with a report on the impact of Covid on HND delivery in line with Office for Students (OfS) requirements. [Confidential Note].
- SPPQ20/14. **PROGRESS IN GRADE 3 CURRICULUM AREAS**
[Confidential Note].
- SPPQ20/15. **INTERNAL PROGRESSION AND DESTINATIONS REPORT 2020**
The Committee received the annual report which looked at the progression of students from the previous year, including internal progression.
[Confidential Note].
- SPPQ20/16. **RISK REVIEW**
Thirteen risks were solely attributed to the Committee, with two additional risks being attributed across three Committees, including Strategic Planning. The Principal reported that the risk ratings for these risks had not been updated at the January Risk Management meeting, however commentary had been added the risk text as outlined within the report.

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SPPQ20/17. BEECHING ROAD PROJECT UPDATE

Governors had been given a detailed update on the project as part of discussions on the QIP elsewhere on the agenda for this meeting.
[Confidential Note].

SPPQ20/18. ANY OTHER BUSINESS

There was none.

NEXT MEETING

The next Strategic Planning, Policy & Quality Assurance Committee is scheduled for Monday 14 June 2021. The Agenda will close on Thursday 10 June 2021.

Meetings will continue to be held virtually until further notice.

The Meeting closed at 19.10.