

CORPORATE GOVERNING BODY OF GODALMING COLLEGE

Minutes of a meeting of the Curriculum and Quality Committee of Godalming College held at the College on Monday 7th November 2011 at 7.00pm

- Present:** Stephen Dennison (Chairman)
Graeme Baldwin
Karen Bryan
Emily Davis
Robin Galliver
Neil Parsons
- Advisor:** Dave Cartwright (Assistant Principal)
- In Attendance:** Stella Halloran (Clerk to the Corporation)

ACTION

- 1. Apologies for absence**
Apologies had been received from Angela Gallagher-Brett; these were accepted.
- 2. Declaration of Interests**
None were declared.
- 3. Minutes**
The minutes of the meeting held on 6th June 2011 were approved and signed.
- 4. Matters arising from the minutes**
Study skills
Dave Cartwright reported that there was nothing to add. Debate and Discussion and 'Think for Yourself' were now well embedded in subjects.

EPQ
This is an Upper Sixth additional study and has become more popular year on year. Currently there are 368 students doing the course, which is now being overseen by Dan Wright. Last year 276 completed the course, of whom 96% passed, 64% achieved A* - B with 65 students achieving an A* and 57 an A. At University entrance it carried the status of an AS level, but was very useful to have in a clearing situation. A governor wondered whether students saw it as a diversion from their main A levels – it was reported that most continue and achieve, but a few do ask to give it up once they have their university offer.
- 5. IQR (Internal Quality Review) summary**
The purpose of these reviews, and their themed approach, was explained.

Two IQRs from last year were reported:
Business
This had been undertaken by Pete Clarke and had concluded that it offered a very strong curriculum offer in a BTEC level 2, 2 x BTEC level 3

as well as an A level. Some weaker students do BTECs in Business and get very good results. The 1:1 support offered was good.

It was thought that students needed better enrolment advice to guide them to the most suitable courses for them.

Sociology

This had last been reviewed in 2008, but had seen declining results in the last two years.

The feedback from students on approachability and support from staff was very positive, but it had been noted that there needed to be more exam focussed work and consistent target setting across the department. An Action Plan had been drawn up to address the disappointing results.

This year the following themes will be focussed upon in the IQRs:

- Assessment led by Pete Clarke
- Gender and Achievement led by Will Baldwin
- 14 – 16 provision led by Dave Cartwright and Susannah Kerr
- Additional Studies offer led by Dave Cartwright
- The Tutorial Programme led by Carol Horlock.

These would be reported to the committee as they were completed.

6. Self Assessment Reports

Both Stephen Dennison and Karen Bryan had attended some of the review meetings and reported on the excellence and usefulness of the process. Dave Cartwright was pleased that governors had managed to cover all the SARs between them and that the staff appreciated their being present.

a) Social Sciences Faculty

This faculty contained very highly achieving subjects, such as History and Politics, as well as some not achieving so highly, such as PE and Sociology. PE however, was very strong on BTEC and added a huge amount to the students through enrichment activities.

An Action Plan had been drawn up to address the weaker areas, but overall the Faculty was doing well.

b) Arts and Languages Faculty

This Faculty had produced strong results with Drama being a flagship department within the College. Media had improved greatly during the past year, with a new Head of Department. The higher grades in English need improving and a plan was in place to do this.

c) Science and Vocational Faculty

Governors discussed the issues around students choosing to do subjects inappropriate to them, due to pressure from the Russell Group Universities to do a science at A level and also from parents. Advice at enrolment was essential to get students on to appropriate courses.

There had been very strong achievement at A level in Physics, Chemistry and Mathematics, although there were still some issues at AS level in Mathematics, Biology and Physics.

The IT Department was a real area of success within this faculty.

d) Curriculum

It was noted that two courses were being lost, Religious Studies and Food Technology. This indicated a narrowing of the Additional Studies courses that could be offered. The ECDL (European Computer Driving Licence) had also been dropped as an additional course. It was seen to be important to maintain a breadth of choice of Additional Studies.

e) Student Guidance

The development of electronic individual learning plans had been positive and there was a need to develop this further.

f) Quality

The data provided a good picture of the Quality of the departments as far as results were concerned. It was noted that the objectives were to improve further the AS and GCSE pass rates.

A governor suggested that the issue about male underachievement in some areas might be linked to boys avoiding asking for additional help or taking it up when offered, as in 'drop-in sessions'. Dave Cartwright mentioned that the IQR looking at gender and achievement would be considering this.

CLERK / P
CLARKE

ALPs and ALIS were still not completely understood by governors and it was requested that this committee be given another session on this in the Spring or Summer term.

The 2 year success rates were considered – it was explained that most students drop one subject between AS and A2, but Dave Cartwright felt that the figures still provided a good comparison between departments.

A question, which had also been raised previously, concerned the College gathering statistics on whether students attained the grades they required for university entrance and whether they had achieved what they set out to achieve. It was explained that this was being explored and it was possible that this information would be available this time next year. It would be useful feedback to the Federation Schools to know what their students had achieved on leaving Godalming.

Common Best practice examples

A paper was circulated detailing some examples of good practice and innovative ideas which were identified through the SAR process. The idea of audio feedback interested governors.

The Chair thanked Dave for his contribution to this item and reiterated what an excellent process he thought it was. Karen Bryan mentioned that whilst the report here inevitably focussed on the areas for improvement there had been a lot of very good practice that had been reported at the SAR meetings.

7. Student Achievements Summer 2011

Governors received the breakdown of Summer exam results. It was noted that this was raw data and didn't give any value added information. The figures were self-explanatory; the lower achieving departments were

easily identified and action plans had been put in place.

8. **College SAR and Development Plan 2011 - 2012**

The committee concentrated on reviewing the past year and the following points were noted:

1. Student numbers at 1st November 2011 were 1770 (on target).
2. Attendance had exceeded target – but was target low?

17. The new Admissions system had not yet been fully tested as the College was still open for admissions for next year.

20. Science GCSE had replaced Biology.

56. It had been noted during the SAR process that ILT resources had been mentioned. Dave Cartwright reported that budgetary issues meant that IT resources had to be managed more effectively. There was a move away from fixed PCs to laptops

It was requested that Carol Horlock be invited to the February meeting to talk about Section 4 of the Plan.

CLERK

The areas of the SAR relevant to this committee were agreed for recommendation to the Corporation at their December meeting.

1. **Risk register**

2.3 was questioned – the clerk offered to seek clarification.

5.4 would strike action affect the College?

10. **Date of next Meeting**

Monday 27th February 2012 at 7pm

The following presentations, at the Spring or Summer meetings, were requested:

Pete Clarke on Value Added
Dan Wright on Stretch and Challenge
Will Baldwin on Gender IQR (when completed)

The meeting closed at 8.45pm

Signed:

Date: