



Mission Statement: *Inspiring learning, developing character, building futures*

## MINUTES OF THE MEETING OF THE STANDARDS BOARD OF BLACKPOOL SIXTH FORM COLLEGE

**Date:** Monday 26<sup>th</sup> February 2018  
**Venue:** The Blackpool Sixth Form College  
**Room:** Committee Room  
**Time:** 5.00-6pm

**Present:** Ms W Middlemas (Chair)  
Ms J Gray (Principal)  
Cllr D Clapham  
Ms D Taaffe  
Mr M Waterhouse  
Mr N Webster  
Ms C Coyne  
Mr R Hill  
Mr C Simkins

**Together with:** Ms S Benson (Assistant Principal: Academic)  
Ms T Cooper (Assistant Principal: Vocational)

**Apologies:** Mr J Boyle, Mr S Haskett and Ms A Hall

		Action
<b>01.2018</b>	<b>Preliminaries</b> The Chair welcomed everyone to the meeting, especially Colin Simkins his first meeting as a Director of Blackpool Sixth. Directors introduced themselves and Colin gave Directors a brief summary of his background and experiences.  Apologies were noted	
<b>02.2018</b>	<b>Declarations of Interest</b> There were no declarations of interest	
<b>03.2018</b>	<b>Consideration of any items of urgent business.</b> There were no items of urgent business to discuss	
<b>04.2018</b>	<b>Confirmation of Quoracy</b> It was noted the meeting was quorate	

**05.2018 Directors CPD- BTEC Training- delivered by Tina Cooper**  
 The Assistant Principal: Vocational delivered a brief training session on BTEC qualifications following a request from Directors. She highlighted the following:

- BTEC qualification structure
- Learning outcomes, credits, units and assignments
- Grading
- UCAS points
- Progression from BTEC
- Qualifications Framework (QCF)-NQF Qualifications and Credit Framework and National Qualifications Framework
- New Regulated Qualifications Framework (RQF) BTEC

Directors were informed of some of the reasons the college had not yet moved to the new RQF for BTEC, it was noted that there is limited resources available including past papers making it difficult to prepare students for exams. Very few colleges have moved over so little experience to share good practice, in colleges where they have moved to RQF they are reporting lower results.

**Questions from Directors**  
 In response to a question about how many students are studying BTEC it was noted that approximately 30% of students are studying BTEC, 30% studying a combined programme and 40% studying A level. There are approximately 2000 students in the cohort.  
 Asked about other colleges in the area offering BTEC Directors were informed that Blackpool Sixth attract more students who want to progress to university rather than employment in comparison to other establishments. A discussion followed about Blackpool Sixth position on the league tables in comparison to other local colleges.  
*The Chair thanked the Assistant Principal: Vocational for the delivery of the training.*

**06.2018 Minutes of the meeting held on 27<sup>th</sup> November 2017**  
 The minutes of the meeting held on 27<sup>th</sup> November 2017 were approved

**07.2018 Matters arising from the minutes not covered elsewhere on the agenda**

- a) **Directors CPD-**(item 46.2017 from the previous minutes) confirmation slides from the 'overview of college finance' training had been circulated
- b) **Teaching, Learning and Assessment-**(item 49.2017) **Destinations Report-** (item 50.2017) **Student Voice-**(51.2017 from the previous minutes) confirmation questions posed at the last meeting were sent via email on 15.01.18

## 08.2018 **Teaching, Learning and Assessment**

Directors considered a report on the progress to Minimum Target Grade (MTG) (paper 8.1) presented by Assistant Principal: Academic. She gave Directors some background information to the changes made to teacher assessments. Prior to 2016 teachers provided a working at grade (WAG) at regular intervals and then in May they were asked to provide a predicted grade. Staff are now required to provide a predicted grade at each of the four data entry points. Directors were informed that teachers are asked to use their professional judgement to award predicted grades at each of these points.

### **Questions from Directors**

Asked about how key assessments are agreed and monitored it was noted that predicting grades can be quite challenging for staff, however staff look at key assessments, work ethic, attendance and independent study and make a judgement using all the information available to them, including a conversation with Heads of Departments (HoD) Directors were informed that North West sixth form colleges are working together to moderate assessments, it was also noted that 42% of Blackpool Sixth staff are examiners which is very useful.

Asked about the decline in maths from 65.4 in 16/17 to 53.8 in 17/18 and the risk to standards slipping back to previous years it was noted that, whilst results have declined they are still well above the national average. It was noted that GCSE specification had gone linear (so largely unknown) however, a new enthusiastic team is in place, including a new HoD and assistant heads sharing best practice with other sixth form colleges.

It was noted that predictions of 1 grade progress for GCSE maths and English are below target at 50.5% and 51.3% respectively and both are considerably lower than at this point last year. Both are identified as an area for development on the college Quality Improvement Plan (QIP) It was noted that further complications in maths is due to the first year of linearisation and having only one specimen paper to consider.

Asked if GCSE maths is seen as a priority, it was noted that every teacher teaches on maths GCSE regardless of their specialism.

In summary the Chair stated that generally the overall picture is good and improvements are being identified.

*SLT left the meeting*

## 09.2018 **Residential Conference**

Directors considered the feedback report from the Directors' conference 2018 and the Principal highlighted the following:

Feedback from staff had been shared with the HoD who will distribute to all staff. Action plans have been put in place following feedback from students and employers. It was noted that the college strategic plan had been changed to include feedback about developing the college community and publicising this externally.

Asked about reputation in comparison to other colleges it was noted that 13 students from Lytham had enrolled on the Excellence Programme compared to zero from last year.

It was noted that positive feedback was provided by all three stakeholders and the format for the event was good, however the transition between the three groups could have been better.

Directors noted the tight deadlines between each section particularly the safeguarding section which overran, it was noted that this would need more time allocation in the future.

The Principal talked about the success of the Leadership Team conference held at the college and proposed Directors think about the college as a venue for 2019. It would be a good opportunity for Directors to get to know staff and students and the advantage of inviting employers into college. It was agreed to discuss this further at Search and Governance Committee

*The Chair noted thanks to all the organisers for another successful event.*

**10.2018 Directors Self-Assessment**

Directors noted the Quality Improvement Plan (QIP) for 2017-18 and discussed the achievements.

Directors noted the draft Self-Assessment Report and QIP for 2018-19 presented by the Principal and agreed to look at it in more detail at the Self-Assessment meeting in March and report back to his committee.

**Questions from Directors**

In response to a question about how CCTV is monitored, it was noted that, this is monitored constantly as an ongoing activity and data is recorded and stored for reference.

Directors discussed the 'lock down' procedure and were informed that the Disaster Management Programme had been updated to include relevant changes.

**11.2018 Identification of any new risks**

No new risks were identified

**Date and Time of next meeting**

Monday 11<sup>th</sup> June 2018 at 5pm

**S&G  
Agenda**

**SA  
agenda**

Signed \_\_\_\_\_

Date \_\_\_\_\_