

QUEEN ELIZABETH SIXTH FORM COLLEGE

Minutes of the meeting of the Curriculum and Standards Committee held on Thursday 14th June 2018

Present: Mr A Teague, Chair
Mr T Fisher, Principal
Mr S Heath
Mrs J Hillyard
Mr C Kipling

Apologies: Ms J Ashmore
Mr C Wiper

In attendance: Mr M Baker
Mrs L Bates
Dr S Hunnisett
Mr L Job
Mr S Dowson, Clerk

11/18 Declarations of interest
There were no declarations of interest.

12/18 Minutes of the previous meeting
The minutes of the meeting held on Thursday 1st February 2018 were **accepted** as a true record and **approved** for signing by the Chair.

13/18 Matters arising
[confidential information redacted]

14/18 Attendance and Retention Data 2017-18
In response to questions from governors, Dr Hunnisett said that it was disappointing to see that attendance had gone down over the year but pointed out that due to the increase of 30 minutes per week, per block, students were spending 11% more time in class this year compared to last year.

When questioned about the reasons behind this data, Mr Job speculated that the fall in attendance may have something to do with the change to the new tutorial system. In the previous system many teachers also taught their tutees in their subject classes. However, Mr Job also reported that attendance at progress tutorials has been higher than at tutorial sessions in 2016-17.

There was some anecdotal evidence to suggest that increased requirement for students to do flipped learning work in preparation for lessons may be the cause of students not turning up if they have not done their work.

Mr Fisher explained the pattern of attendance always fell over the course of the year. This perhaps reduced the impact because up to 50% of the work for the year was done in the first term. However students needed to understand the importance of attendance.

Mrs Bates suggested that attendance could be reported to the students month by month and in days and hours missed not as a percent of overall time. Mr Teague agreed that, for example, 90% attendance didn't sound too bad but was in fact a day off every two weeks.

Mr Kipling said that unfortunately attendance at schools nationally was getting worse and that pupils were forming poor attendance habits before they arrived at QE.

Dr Hunnisett explained that some students would be working at home and Mr Fisher confirmed that some coursework may be better done at home and also avoided time lost travelling to and from college. Unfortunately there was no way of recording work done at home or indeed work done with teachers outside formal classroom teaching time.

When questioned further about the College's response, Dr Hunnisett said there were a number of initiatives in place to combat falling attendance.

The meeting **accepted** the Attendance Report.

15/18 April Progress Point – Grade projections for second years

Mr Heath **challenged** the value of projecting grades so close to the actual results when nothing further can be done to improve matters.

Dr Hunnisett agreed but explained that students had been given their projected grades in late April, and most A level exams were taken in June. Subject teachers had provided targeted support. If the predictions were accurate he would be very pleased with an overall average L3 VA of +0.22.

[confidential information redacted]

The Committee **accepted** the Grade projections for second years

16/18 Course Support – Course Leader Reports

[confidential information redacted]

17/18 Indicative Student Numbers for first year courses

Mr Fisher explained that 2018 is the lowest point in the demographic dip and therefore the hardest year for numbers. However, recruitment was looking good and if retention of current first years into second year is high, next year's overall numbers will be strong.

Mr Fisher warned that there had been a further larger increase in applications from pupils from non-partner schools who did not tend to convert to places as reliably as pupils from partner schools.

[confidential information redacted]

18/18 GCSE Reform – Impact of 1-9 grades on entry requirements

Dr Hunnisett explained that all but the more obscure GCSE subjects had now been reformed. In general a C grade had been replaced by a 4. The committee noted the new entry requirements by subject.

In reply to a question from Mr Teague Dr Hunnisett explained that only maths gave the option of a higher paper but that schools are understandably cautious about who they enter for this option because if a student failed to get a grade 4 on the higher paper they may well receive a grade U.

Results can be unpredictable but Principal Tutors will be in partner schools on GCSE results day picking up intelligence on outcomes. Also schools will contact QE on results day if a student has unexpectedly low results. The QE entry requirements are flexible to allow students showing the right potential the opportunity to study their chosen subjects.

19/18 Update on Advanced Level Reform

A Level reform is now complete with the last legacy subjects finishing this term.

Mr Heath asked how the transition to the second year was being managed without the AS exams.

Mr Fisher explained that the College had introduced its own first year exams which were later in the year than AS levels had been. This allowed for more teaching time. Results will not be given out until the new academic year to avoid potential retention issues.

20/18 Confidential Matters

Details of subjects in Course Support are to remain confidential.

21/18 Date of next meeting

To be confirmed

22/18 Thanks

This being their last meeting the Chair thanked Mrs Bates and Dr Hunnisett for their contribution to the Curriculum and Standards Committee.

The Committee appreciated work done by Dr Hunnisett to interpret and present the huge amounts of data for the benefit of the Committee. Mr Teague said how much he had personally enjoyed working with Dr Hunnisett.

Dr Hunnisett thanked Mr Teague for his kind words and said how much he had enjoyed working with Mr Teague and how much the Committee had developed and advanced with Mr Teague as Chairman.