



Unadopted Minutes of the Quality and Standards Committee held on Tuesday 20th January 2026 at 3.30pm on Teams

Present:	Ms Anne O'Shea (Chair)	(AO)
	Mr Emmanuel Chukwuma	(EC)
	Mr Noel Feeney	(NF)
	Ms Rosemary Laryea	(RL)
	Mr James O'Flynn (Vice Chair)	(JO)
	Ms Melisa Tupou	(MT)
	Mr Nicholas Charitou (Student Governor)	(NC)
In attendance:	Mr Bryan Johnston (Vice Principal (Acting))	(BJ)
	Ms Pav Gill (Assistant Principal)	(PG)
	Mr Craig McDonagh (Assistant Principal)	(CM)
	Miss Fatima Gulamhusein (Student Observer)	(FG)
	Mrs Lorna Wilkins (Assistant Clerk)	(LW)
	Ms Jean Bulyaba (for Item 1034)	(JB)
	Mr Max Burr ridge (for item 1034)	(MB)

The meeting opened with a prayer.

1026. Welcome, Prayers and Apologies

BJ was in attendance and representing the Principal. AO welcomed everyone to the meeting, in particular the new members: EC (Parent Governor) and the students NC and FG, hoping they would get a lot out of their time on the committee and thanking them for their time. Apologies were later received from Ms Mia Terra St Hill.

1027. Declarations of Interest

There were no declarations of interest concerning the business of this meeting.

1028. Minutes of the Previous Meeting – 11th November 2025 (Paper A)

The minutes of the Q&S meeting were agreed as a correct record and will be signed by the Chair.

1029. Matters Arising From These Minutes

All actions had been completed.

1030. SAR / QIP Update (January 2026) (Paper B)

AO advised that the document had been seen at the last meeting in draft. BJ stated that it had been finalised at December's FGB and the circulated document commented on progress since the beginning of the academic year using the traffic light system where green had been actioned, amber was ongoing and red meant it had been paused or stalled. In particular:

- There had been a lot of targets. MEGs had been removed; moving to a 'teaching to the top' mindset – teaching staff had mainly responded well. During Quality Assurance meetings, HoS and SLT were looking into data and mock results.

- Lots of positivity on VESPA. Y1 Veritas now continuing until summer (instead of Easter), helping prepare for Y2.
- Newly refurbished study spaces had been a success.
- Just had Progress Checks, SLT were working with HoS to redesign workshops for students not performing as well as expected.
- PC6 had been brought forward, giving a little longer for interventions.
- All teaching will be completed by Easter therefore allowing for more revision.
- High focus on monitoring of attendance, with a lot of work going on in the background.
- Implementation of A Level Mindset.
- Engagement with Skills and employers.
- Section 48 inspection is imminent, RE department and AP have been preparing for it.

RL: How does the Section 48 work, similar to Ofsted? Only get 48 hours' notice and is over two days – either Wednesday/Thursday or Thursday/Friday; up to five inspectors who spend time in RE, have focus groups with staff and students; looking at the ethos and feel of the College.

RL: Will there still be a third party company helping students who are below their expected grades? Oppidan did a lot of work last year and the intention is to use them again, but in a slightly different format. Currently mentoring students inhouse, then Oppidan will see a select number of students.

RL: Have the invites gone out for the Skills event? The date has been confirmed (20 May) and are now going through the invite list.

AO: With the new 4 hours of timetabled study, how accepting had the students been?

BJ said students had responded really well, attendance was high. Directed study was not supervised, Supervised study had a member of staff present. If students did not attend, SLT got involved and the student was moved to supervised study. The College Improvement Partner recently had a focus group where it was discussed, and feedback had been positive – the structure, being timetabled and teachers giving work to complete. PG added that during a recent Learners' Voice session, students said they were using the time effectively; teaching staff were also very positive – completion of homework was better. **AO: Would it be in the End of Year Review?** PG confirmed it would be in the spring review and the EOCE, particularly for the Y2 as it had been a change for them, would also ask how it could be improved.

AO: Queried whether all E&D Days were included in the document? The CIP had encouraged BJ to make the document more succinct, so may not have now included everything.

AO: Was the document was still following the old headings although inspections were changing format? The document was started before the new framework came into play; general consensus was to continue with the old framework until the new format was fully confirmed, would then work with the HoS on the new framework. Next year should follow the headers of the new framework. **AO was keen to include all the good work that the College does.**

AO: Would the CSED document be coming to Q&S or C&C? It has already been written but was not expecting it to go to a committee. Head of RE, the Chaplain and Sister Karen d'Artois had been involved in it and had updated it since Christmas. **AO queried whether it would be useful for both committees to see it before the Inspection.** BJ would speak to AP about circulating it.

BJ was thanked for his input and SLT for their work on the document.

1031. December Mock A Level Results (Paper C – shared onscreen and circulated afterwards)

PG showed the outcomes for Y2, actual December results compared with PC4 and December 2024 results and they were as expected. U grades were lower than October

but higher than the previous year. The December's exams had been more stringent to give more realistic results, so had expected a drop.

For Y1, they were the first official results, again the papers had been realistic and challenging. Students with U grades had resat the exam in January; now less than 20. Interventions were taking place for both years, including attendance checks.

New for this year was looking at students on C/D borderline (last summer there were 631 C/D grades); adding to the work the College already does for those with A/A* and E grades. Having discussed at Academic Board, there will be a different voice – staff, including Administrative & Technical (A&T), will mentor students by meeting with them four times before the start of study leave, covering vision and behaviours; peer to peer mentoring – this also helps in sharing good practice; Oppidan Education helping with motivation.

RL: Will Oppidan see C/D and U students? Yes, SLT will look to see which students are likely to get the most from these sessions, likely to be around 50 students. **How can you measure the success of Oppidan?** Cannot directly measure, as it is one of a number of processes that can affect outcomes, but students are asked for feedback and also look at results. It is good for students to hear from another different, and younger, voice.

JO: Could the slides be circulated? Yes.

AO: Would all courses be able to complete teaching by Easter? CM had been looking at how best to achieve this. Have been using Leaders of Learning and directed study, giving students more to do independently, meaning Schemes of Work were being covered quicker.

PG was thanked for her update.

1032. Teaching and Learning Report (Paper D)

CM went through the report, highlighting:

- The Teaching and Learning sessions continued;
- The link in the document to interesting research from the Education Endowment Foundation on metacognition and self-regulated learning, is what the College is looking at – prioritising what to include in lessons and what students can do in independent study.

CM was thanked for his report.

1033. Staff Development / Continuous Professional Development

BJ explained that this had been reported on at the last meeting. Seven more courses had been requested since Christmas. There has been a drive on cyber security for all HoS and anyone having access to exam information, so as not to put data at risk.

1034. Progression, Employability, Excellence Programme

MB updated the meeting – 728 UCAS applications had been submitted; 535 students had received some offers; 97 all; 129 were still waiting; 10 had accepted their offers. The Careers team were following up on students that had not applied, regarding their next steps, Tutors were also meeting with these students.

Careers were preparing information for Tutorials on making university choices, back up choices and student finance. They are also looking at how to help the medics/dentists with their UCAT and prepare for their interviews, as last year there were a number that were unsuccessful. HE/Careers Day would be taking place on 26 January, it included: talks from Oxbridge and King's; 47 speakers on a range of subjects; 70 exhibitors. Sacred Heart Language College would attend the exhibition in the afternoon.

JB updated the meeting on the Excellence Programme – 90 Y2 had started in October, 33 had been invited to interview. Oxford sent out offers the previous week – 1 student received an offer, 8 were unsuccessful. Cambridge offers were due the following week.

143 Y1 students had registered on the EP mailing list. Oxbridge alumni panel came in for a Q&A session. Six of the 33 Y2 students who have gone through the application process have volunteered to do a small group session with the Y1. 30 students have signed up to the Christ's College Cambridge visit. They have received a lot of information to inspire them and help with their next steps.

NF: Are students still being offered unconditional offers, as they are not always helpful to students but were quite prevalent a few years ago? MB did not think there were many, he could check. Clerk's note: After the meeting MB added: there were currently 23 unconditional offers that had been made. These are largely from: University of Brighton, University of Northampton, Kingston University and Middlesex University. These are for a range of courses including: English Literature, Psychology, Interior Design, Graphic Design and Business Management.

AO: Apprenticeships were becoming more popular, did the College know how many students were applying? 38 students had not completed a UCAS application, a number of students were interested in apprenticeships, this was information Careers and Tutors were trying to obtain.

1035. Prevent Update

PG confirmed there were no changes to the policy and no ongoing cases.

1036. Policies

AO said there were very few changes.

Teaching and Learning Policy (Paper E)

Assessment and Feedback Policy (Paper E1)

CM said there had been slight changes to the Assessment dates and the policy may be updated next time to including VESPA.

RL asked whether the Diagnostic Assessment was new? CM explained it was previously PC1, and rather than getting a somewhat unreliable letter grading it was now green/amber/red, highlighting how well suited the student was to the subject – most were green, the few red were then seen by staff. CM explained the main reason for subject change was not ability but more change of learning behaviours from school to college. **AO added that it was not just about the different institution but also the A level course and students not always being prepared for a steep learning curve.**

The Policies were agreed.

1037. Performance Indicators (Paper F)

The performance indicators were discussed.

- Teaching and Learning Policy and Assessment and Feedback Policy – reviewed.

1038. Any Other Business

None.

1039. Date of Next Meeting

Tuesday 12th May 2026 at 3.30 pm on Teams.

AO thanked all those who had presented reports and thanked everyone for their attendance.

Signed Date
Chair of Committee

Actions from Quality and Standards Committee 20th January 2026

No.	Comments	Responsibility
1030	Check on circulating CSED	BJ/AP
1031	PG to circulate presentation	PG/LW