

HAVERING SIXTH FORM COLLEGE

MINUTES OF THE MEETING OF THE STUDENT COMMITTEE held on Tuesday, 29th November 2016 at 4.50 p.m.

Present: Deborah Egundebi, Sam Gould, Sigourney Hove, David Humber, Nicola Lawrence, Brian Martin, Anita Sharma, Paul Wakeling

Apologies Received: Marion Adamson

Quoracy and Attendance: Meeting quorate. 8 out of 9 Members present (89%)

In attendance:

Adita Varavina-Grover	Student
Keith Darvill	Governor
Paul Nutter	Deputy Principal
Ian Budge	Associate Principal, Learner Resource, Culture and Behaviour
Julie Warner	Assistant Principal, Teaching and Learning
Claire Hackett	Student Liaison Officer
Nikki Phelps	Careers Co-ordinator
Cathy Horne	Clerk

In the Chair: Nicola Lawrence

SC/16/19	Declarations of Interest There were no declarations of interest.	
SC/16/20	Minutes of the meeting held on 19th October 2016 <i>Paper: Minutes of the Student Committee held on 19th October 2016</i> The minutes were approved.	
SC/16/21	Matters Arising There were no matters arising.	
SC/16/22	Presentation by Nikki Phelps, Careers Co-ordinator Nikki Phelps, Careers Co-ordinator, gave a presentation to the Committee on the Careers Service which was now known as The CUBE. She explained that feedback from students, staff, parents, universities and employers had been very positive with comments including 'spacious and comfortable layout', 'great name' and 'quiet and welcoming atmosphere'. The design of the space created a professional business like environment which reflected the world of work. A new website had been created containing useful information and links for students to explore. Responding to questioning from a Member, Nikki confirmed that at present the website was an information resource but that it could be developed in the future. Responses from the LOOP review showed that UCAS advice was rated particularly highly by students but a lower rating was received for employment and work experience. In addition, students commented on insufficient support for lower sixth students and a lack of awareness of the Careers Service. As a result, various actions had been considered to improve the service offered including more work on employability, work experience and links with business and providing a careers induction for new students. Nikki commented that some students had experienced poor careers advice at their former school which had an impact on their views and desire to use the service. Working in partnership with the College Council, a range of actions were being introduced including an electronic system for booking appointments and more one to one support for students applying for apprenticeships. Nikki explained that students were being encouraged to use 'Kloodle' which evidenced employability skills and allowed students to apply for apprenticeships and other opportunities. Responding to questioning from a Member, she explained that	

	<p>Kloodle was a careers app similar to Linked In and allowed students to upload video and presentations. Employability skills could be rated allowing students to understand what areas needed to be developed. She explained that it was free for individuals to use but that there was a cost if the College chose to use it.</p> <p>Members were informed that the World of Work Officer, Kay Williamson, had found 120 new placements for students with employers including the NHS, Grant Thornton, Barings and Cancer Research UK. There had been very positive feedback from employers and good results for students being offered apprenticeships after taking part in world of work opportunities.</p> <p>Referring to UCAS data, Members were informed that information on summer leavers was still being gathered but that, to date, 62% of leavers had progressed on to university. The numbers of students applying in the current year was low in comparison to previous years but it was anticipated that there would be a significant number of last minute applications. The Associate Principal explained the difficulties faced by the Careers Service when applications to university were received late and asked the students present why they thought there was a delay. One student commented that some students were waiting for their predicted grades to change before completing their application and that others were unsure whether to apply or what to study. Another student commented that stress could cause delays and that more support from Coaches could help. A Member commented that the earlier slide had suggested that the lower sixth did not appear to be engaging with the Careers Service and commented that it may be possible to start work on personal statements at an earlier stage. The Student Liaison Officer commented that this had been considered by the careers sub-group.</p> <p>Members were advised that UCAS Data, as well as a UEL report commissioned by the London Borough of Havering, showed that 90% of Havering Sixth Form College students who applied to university were accepted and that 76% of College students went on to get 1st or 2.1 degrees. More students from HSFC went into employment or HE than any other college in East London. The Principal added that student progression to HE or employment was above the national average, the London average and the statistical neighbours average. He added that this was a real cause for celebration and placed the College in the top 10% of state funded mainstream colleges. He added that the UEL research had been useful and that he hoped that it would be commissioned every year.</p> <p>Finally, Members were advised that the College had won the LOOP Award 2016 for excellence in Careers Advice. The Committee congratulated Nikki and the College on this achievement.</p>	
<p>5.15 pm Nikki Phelps left the meeting.</p>		
<p>SC/16/23</p>	<p>College Council Report</p> <p>Deborah Egundebi informed Members that the College Council were planning to launch a 'Go Green campaign' which would include presentations to coaching groups. Work was also being carried out with regard to catering, addressing issues such as the cost, the range of food and the amount provided. As the Catering Contract was due to be retendered in 2017, surveys and focus groups were being held to help identify what was required. Referring to enrichments and societies, Deborah informed the Committee that Enrichment Monitors would be elected to check whether classes and groups were actually taking place. A new enrichment, self-defence classes for women, had been proposed following the safety survey and short on-line courses were also being considered.</p> <p>Introducing the report of the Teaching and Learning sub group, Sigourney Hove informed Members that the group had discussed LOOP feedback and created a feedback file which enabled the group to monitor progress on the actions throughout the year. She explained that students would like more group and non-restrictive study spaces and that the group were asking teachers to allow groups to use empty classrooms. She informed the Committee that 32 new laptops for students to borrow had been ordered but that there had been a change to policy and these were now only to be used in the library. Other comments included the instability of Wifi around the College and the fact that it was hard to charge devices if students brought in their own. With regard to the comments</p>	

	<p>about resource distribution in Arts and Media, the Assistant Principal, Teaching and Learning, commented that this was specifically relating to a type of specialist software. Sigourney commented that there was an issue with the engagement of coaching groups and added that College Council members intended to visit as many as possible to try to help encourage communication. The Group had also designed a feedback template which would be used to assess the consistency of teaching and learning on a regular basis. Support sessions for students had been requested earlier in the year rather than just before exam time and the suggestion made that teachers let students know their availability so that students can communicate more with their teachers.</p> <p>Adita Varavina-Grover, reporting on behalf of the College Events and Community sub group, informed Members that RAG week was taking place from 12th – 16th December with lots of events planned. The group were aiming to raise in the region of £500 - £1000, to increase awareness of the charities and to create a more charitable community. Responding to a Members question, she confirmed that the current charities supported by the College were Educaid, Cancer Research UK and St Francis Hospice. There had been discussion about whether the charities supported by the College should be rotated, with the College Council deciding that this should be on a two year basis. The Principal commented that a relationship had been established with Educaid, who build schools in Sierra Leone, with lots of partnership work taking place. The Associate Principal commented that it would be possible to vote for the local and national charities but to keep the international charity for a longer period.</p> <p>Regarding the association with the NUS, Adita confirmed that a letter had been sent (circulated by email to all members of the Committee) commenting on the anti-semitic views expressed by the President. The NUS had asked to come in to the College and talk about what they were doing for 6th form Colleges. A member asked whether the referendum regarding membership of the NUS had taken place and was informed by the Student Liaison Officer that the College Council were waiting for a reply to the letter and the visit before making any further decisions. Adita commented that most events were organised and supported by members of the College Council and that one of the aims of the sub group was to engage and increase participation of all students. The Principal commented that four students had recently approached him regarding setting up a food bank.</p> <p>The Student Liaison Officer, Claire Hackett, reporting from the Life After College group, emphasising the need for workshops to be held for students not just for HE.</p> <p>The Committee RECEIVED the report.</p>	
<p>SC/16/24</p>	<p>Report on Survey Responses and progress against the Action Plan <i>Tabled Paper: Counselling Service - Update</i></p> <p>Referring to the tabled paper, the Associate Principal, Learner Resource, Culture and Behaviour, explained that it gave a snapshot of the counselling service provided by the College. Members were informed that, as of 16th November 2016, 39 students were, or had been, receiving counselling. More students were presenting with anxiety and depression and all the students seen by the team completed two assessment tests which identified the level of distress and any possible suicidal ideation. He informed Members that some colleges had good local support but in Havering and the surrounding boroughs this was limited although MIND had participated in Mental Health Week events held at the College. The Principal commented that mental health issues was a focus for both the Sixth Form Colleges Association (SFCA) and the Association of Colleges (AOC) who were both launching national campaigns. The Associate Principal commented that whilst there was no question of the value to the students of the counselling service, the cost of provision did need to be considered and external services would be explored.</p>	
<p>5.40 pm Deborah Egundebi left the meeting</p>		

	<p>The Associate Principal reminded Members that the responses in the upper 6th survey to 'I am learning in a safe environment' had declined which may have been due in part to a particular incident which occurred in November 2015. The College Council had recently interviewed 343 lower 6th and one year students to determine how safe they felt in lessons, social areas, outside the College and travelling to and from College. The response had been positive with 96% of respondents saying that they felt safe at College. However some students, particularly females, felt unsafe outside and travelling to and from the College. As a result the College were considering self-defence classes for women as an enrichment. Positive comments were made about Security, CCTV and ID cards with negative comments regarding activity at the front of the College. Members were informed that the good links with both the police and the local authority were largely unseen by students but Emma Chumley was considering ways to communicate the benefits of these links.</p> <p>Members were informed that all coaching groups were attending Prevent training which would focus on the need to be safe and to look out for family and friends. A follow up session in February would focus on on-line safety.</p> <p>Referring to the comments made at the previous meeting regarding survey fatigue and the need for benchmarking where possible, the Associate Principal explained that the surveys about safety and Prevent were face-to-face rather than written or online. He added that benchmarking would be undertaken where possible. Responses to these surveys and the action plan would be presented to the Committee at its meeting in February.</p> <p>The Committee RECEIVED the report.</p>	
SC/16/25	<p>Evaluation of Meeting</p> <p>Members were asked to complete the evaluation forms individually and return them to the Clerk at the end of the meeting.</p>	
SC/16/26	<p>Date of Next Meeting</p> <p>Thursday 9th February 2016 at 4.45 pm</p>	

The meeting ended at 5.50 p.m.

Chair _____

Date _____

CLH 1st December 2016