

HAVERING SIXTH FORM COLLEGE

MINUTES OF THE MEETING OF THE STUDENT COMMITTEE

held on Thursday, 8th February 2018 at 5.00 p.m.

Present:	Marion Adamson, Sam Gould, David Humber, Charlie Innes, Brian Martin, Ridima Thapa, Paul Wakeling	
Apologies Received:	Anita Sharma	
Quoracy and Attendance:	Meeting quorate. 7 out of 8 Members present (88%)	
In attendance:	Yusef Abutubikh	Student
	Safa Butt	Student
	Naz Hamdi	Student
	Ahmed Ibrahim	Student
	Osifemi Osibemekun	Student
	Lily Webb	Student
	Keith Darvill	Chair of the Corporation
	Paul Nutter	Deputy Principal
	Ian Budge	Assistant Principal, Learner Resource, Culture and Behaviour
	Julie Warner	Assistant Principal, Teaching and Learning
	Cathy Horne	Clerk
In the Chair:	Sam Gould	

<i>The Chair introduced himself and welcomed the students to the meeting.</i>		
SC/18/01	Declarations of Interest There were no declarations of interest.	
SC/18/02	Minutes of the meeting held on 27th November 2017 <i>Paper: Minutes of the Student Committee held on 27th November 2017</i> The minutes were approved.	
SC/18/03	Matters Arising <u>SC/17/19 – Matters Arising – Students with Additional Learning or Personal Support</u> The Assistant Principal, Learner Resource, Culture and Behaviour, informed Members that students had given very positive feedback on the counselling service. The staff training taking place the following day included a compulsory session on mental health issues. <u>SC/17/20 – College Union Report – Moodle</u> The Principal confirmed that the report requested by the Committee had been provided for the full Corporation in December with a follow up session at the Corporation in January. This had been presented as part of the MST Faculty briefing and included feedback from Ridima Thapa, Student Governor. The Assistant Principal, Teaching and Learning, added that Ridima and the student team focussing on teaching and learning had looked specifically at the quality of Moodle and student experiences of it. As a result, actions for improvement were in place. She explained that it was work in progress, with some areas having very good pages, and that Faculty Leaders were reviewing Moodle pages and usage each term. Responding to a Governors question about examples of improvements seen by the students, the Committee was told that Science subjects now had actual resources on their page rather than reference to a page in a book. HLL were integrating Moodle more into lessons and providing exam practice papers; and generally Moodle contained better resources for completion of coursework.	
SC/18/04	College Union Report Charlie Innes introduced the report informing Members that a review of the CUBE had taken place. Students and members of staff had found the results helpful and, following	

	<p>feedback that students were not so aware of the apprenticeship and job support available, Art students were producing posters to advertise this aspect of the CUBE's work. In response to the Chair's questioning, he explained that there was an excellent dynamic between students and members of the CUBE team. A student commented that she had been helped to obtain work experience with Margaret Hodge MP and another commented on the excellent support they received when applying for university abroad. The Assistant Principal, Learner Resource, Culture and Behaviour, explained that student feedback was often low in the November survey, not because of any problem, but because most students had not been exposed to the CUBE at that stage.</p> <p>Referring to the work of the diversity group, Charlie informed Members that the LGBTQ and Gender Society were both up and running. The Committee was informed by Ridima Thapa that the Teaching and Learning sub group were focussing on the outcomes of the student survey. An action plan had been put together and work was beginning to take place.</p> <p>The Assistant Principal explained that the College Council had held a strategy session in early January to help the upper sixth hand over to the lower sixth students and point out the key focus points for next year. Charlie added that lots of work, including several surveys, had taken place, plans were in place and actions being taken.</p> <p>The Committee RECEIVED the report.</p>	
<p>SC/18/05</p>	<p>Student Surveys and progress against the Action Plan <i>Tabled Paper: College Council View</i></p> <p>Referring to the tabled paper, the Assistant Principal, Learner Resource, Culture and Behaviour, explained that five questions in the student survey had been chosen to be considered in detail by the College Council with focus groups being set up and other actions in place. Referring to 'feeling safe in College', he explained that this had improved following a dip the previous year, but was still below benchmark. The Principal commented that the March survey would be reported to the full Corporation and that this would demonstrate distance travelled since the November survey. In response to his request for support with wording the questions to ensure that students fully understood what they were being asked, Charlie and Ridima agreed to work with him on this. Another student suggested completing the survey orally in coaching groups with feedback provided by the Coach.</p> <p>Responding to a question from the Chair, Charlie explained that the focus this year had been learning how to get good feedback from students and feed this into the action plan. He added that the lessons learnt would have ongoing benefits.</p> <p>The Assistant Principal, Teaching and Learning, commented that the input from the Teaching and Learning sub-group of the College Council had been particularly helpful.</p> <p>The Committee RECEIVED the report.</p>	<p>PGW / CI / RT</p>
<p>SC/18/06</p>	<p>Preliminary Review of the Rules of Conduct for Students <i>Paper: Rules of Conduct for Students</i></p> <p>The Deputy Principal informed the Committee that there were four changes identified on the front sheet. Referring to point 4.2, he confirmed that this would be amended to reflect the current opening times of the coffee shop in the Quad. A Student Governor asked about the dress code referred to in 2.9 and was informed by the Principal that he would like the students to consider what would be sensible and bring a proposal to him for consideration.</p> <p>The Committee RECEIVED the report.</p>	
<p>SC/18/07</p>	<p>Discussion Regarding Future Arrangements for the Student Committee / Obtaining the Views of Students</p> <p>Led by the Deputy Principal, the meeting divided into four small groups to discuss the advantages and disadvantages of the Student Committee and consider whether it was the most suitable forum for an exchange of views with Governors.</p>	

	Following discussion, each of the groups fed back the key messages and the Deputy Principal and Clerk agreed to collate the feedback and consider, along with the Assistant Principal, Learner Resource, Culture and Behaviour, options going forward which would be presented to the Corporation for debate in the summer term.	PAN / IAB / CLH
SC/18/08	<p>Annual Review of the Terms of Reference of the Student Committee <i>Paper: Existing Terms of Reference of the Student Committee</i></p> <p>The Clerk explained that the terms of reference were considered at the last meeting of each Committee before approval by the Corporation in July. She explained that there were no proposed changes to the existing terms of reference but that the outcome of the previous item could have an impact. As a result, the Committee agreed to recommend to the Corporation the existing terms of reference subject to any changes arising as a result of the continuing discussion. Any changes would be considered and approved by the Corporation prior to consideration of the Committee Terms of Reference.</p> <p>Recommendation: The Corporation should APPROVE the Student Committee Terms of Reference until the end of the summer term 2019, subject to any changes agreed by the Corporation.</p>	
SC/18/09	<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/18/10	<p>Date of Next Meeting</p> <p>To be arranged.</p>	
SC/18/11	The Committee thanked the students present and those who had attended previous meetings during the year for their contribution to the Student Committee. Particular praise was given to Charlie and Ridima, the Student Governors, for their work and dedication throughout the year.	

The meeting ended at 6.30 p.m.

Chair _____

Date _____

CLH 21st February 2018