

## Appendix 5

### Staffordshire Community Learning Service Quality Improvement Plan Update – June 2020

Area for development 2019-20	Performance Data Review R10	Review Comment	Status
Engagement - Further develop and monitor targeted provision through the comms marketing strategy to continue to consistently engage more learners across all areas of the county on Community Learning programmes.		23/3/20 face-to-face delivery ceased following government guidelines in response to COVID19. 3 courses transferred to online remote delivery to complete. Approximately 100 courses planned for online delivery in term 3 delivered by 13 providers. Other providers online delivery not possible due to restrictions beyond control. Identified this will impact on full year engagement figures. Anticipated online enrolments approx 560 to date. Anticipated 3350 for 19-20 compared to 4422 in 18-19.	On track
Attendance - Further develop and implement strategies for increasing/improving attendance through in year monitoring across all sub-contractors; therefore, ensuring learners develop the skills and behaviours that fully prepare them for future learning or employment.	62%	In year data identifying a 10% decrease in attendance in comparison to 18/19. May be due to engagement with more targeted learners and their diverse needs.  To be monitored and followed up via Provider Relationship Managers and relevant providers to identify root of issue, data accuracy or attendance issues, feedback in time for R13.	Actions Required

<p>Retention - Ensure in Community Learning, the retention of all learners in 2019/20 is improved with effective strategies in place that lead to an increased proportion of learners remaining on programme and achieving their programme of study, particularly for Direct Delivery IT Programmes.</p>	<p>65% - best case 89%</p>	<p>Current in year data comparable to 18/19.</p> <p>To be monitored and followed up via Provider Relationship Managers and relevant providers. Data check for accuracy, but will include the impact of COVID19 eg breaks in learning and continuing in learning</p>	<p>Actions Required</p>
<p>Teaching and learning - Ensure that all tutors provide sufficiently challenging activities for all learners, particularly for the most able, in order for those learners to remain motivated and engaged in lessons. All tutors to consistently use clear methods of measuring and recording learners' achievement of their individual, negotiated learning goals.</p>		<p>OTL Info: Grade profile 88% good or better. Good monitoring and tracking of challenging outcomes.</p> <p>Online quality assurance process in place to support the transition and to maintain good quality teaching and learning. Graded 'good' so far.</p> <p>Electronic methods of Recognising and Recording Progress and Achievement (RARPA) to be further developed by Provider Quality Manager and Community Learning Manager.</p>	<p>on track</p>
<p>Data - Develop and ensure full utilisation of the new Management Information System which has been invested in, in order to ensure sustainability of the quality of data and support the continually improving performance management arrangements.</p>		<p>Dashboard produced for R10 has informed performance management. Ethnicity filter applied and current earnings to date.</p> <p>Online enrolment process has produced live data.</p> <p>To do: destinations data from J2 research input back into ILR/Yeti, column for most recent full contract value for comparison to</p>	<p>Actions Required</p>

		earnings %, ethnicity filter	
Management of sub-contractors · Continue to set clear action plans for sub-contractors in relation to under-performance and continual improvement of provision and follow up in a timely manner to ensure sub-contractors make improvements timelier.		Difficulty in getting data to complete contract monitoring reports in year and additional barriers caused by COVID19. Recording mechanisms need to be improved and in place for R13.	Actions Required
Achievement · Continue to closely monitor targeted provision and achievement across all groups of learners to ensure enrolments and performance is consistent across all groups and have clear action plans in place address any issues.	81% at best June 2020	2 x subcontractors pass rates to be checked and corrected before R13. To be followed up by Provider Relationship Managers.	Actions Required.
Impact/destinations · Further develop the tracking of the progression and actual destinations of all learners.		Provider Relationship Manager to look at destinations tool. Discuss at engagement event, providers given opportunity to request own data review feedback form question.	On Track
British Values and Prevent · Further develop and embed British values and prevent duty into naturally occurring situations using relatable language that the learners will understand, to raise learners' awareness of the risks of radicalisation and extremism in ways that are appropriate to learners' abilities.		monitoring British Values and Prevent as part of online quality assurance process, no active cases for Prevent in Staffordshire, Community Learning Manager attended S&S Prevent Board June 2020	On Track

<p>June 2020 New item To monitor and support providers where necessary with online delivery in Term 3</p>		<p>13 providers delivering, additional process to approve delivery models focussing on Teaching, Learning and Assessment before delivery commences, online delivery evaluations underway, 1-1 development meetings with providers and teaching staff, CL blogs posts on digital, CPD meetings, sharing good practice via FaceBook closed group, S&amp;E team meeting, Provider Engagement Event planned for early July.</p>	<p>On track</p>
<p>June 2020 New item Teaching and Learning Strategy to be devised and Tutor CPD development plan to be drawn up and implemented</p>		<p>Underway will be ready for start of 2020-21 academic year</p>	<p>On track</p>
<p>Safeguarding - ensure all staff updated through year on arising issues</p>		<p>AD meeting with SCC safeguarding manager to identify COVID-19 specific situations to be aware of with adults, reminders to providers through Update and blog.</p>	<p>On track</p>

