

Birmingham City University

Faculty of Health, Education and Life Sciences

School of Education

Post Compulsory Education & Training Strategic Leadership Committee Meeting

Minutes of the meeting of the PCET Partnership Committee held on 10th June 2015 in Room 106a Attwood Building.

Present:	Damian Brant (Chair)	Joseph Chamberlain College
	Phil Bate	PGCE PCET Personal Development Tutor (PDT)
	Jean Dyson	PGCE PCET Personal Development Tutor (PDT)
	Stuart Mitchell	PGCE PCET Personal Development Tutor (PDT)
	Simon Spencer	Deputy Head of School of Education
	Shirley Alabasters	Solihull College
	Kerry Adam	South Staffordshire College
	Serena Wood	South & City College
	Richard Bourne	Joseph Chamberlain College
	Craig Tucker	Halesowen College
	Jane McCard	Solihull Sixth Form College
	Sandra Parsons	Birmingham Metropolitan College
	Hafsha Dadabhai Shaikh	Birmingham Adult Education Service
	Jacquie Hodges	Walsall College

In attendance: Julie Tims

Committee members were invited to introduce themselves and give a short overview of their involvement within the partnership.

1. To receive Apologies for Absence

Karen McGrath, Rob Delahay, Peter Lee, Lisa Brown, Kelly Davey-Nicklin, Tony Armstrong,

2. To consider the Minutes and the matters arising from the minutes of the meeting held on 4th February 2015

The minutes were accepted as an accurate record.

It was noted that in relation to Ofsted – *Better Inspections for All*, changes had been approved. There would be a common framework for all institutions and this would be worked on from September 2015. Three criteria would be looked at: outcomes for learning, quality and effectiveness of

3. To consider Association of Colleges' Review of Inspections

Damian Brant reported on a Further Education College institution to be found outstanding. Indication within the Review that English and Maths is the focus for Ofsted. 7/10 of the areas reviewed were to do with English and Maths. It is possible to visit this College but this needs to be by appointment as they are very busy. It is notable that there is a shift away from focusing on the data to instead focusing on teaching and learning. There is a change in the way lessons will be delivered. Michael Wilshaw has said that Ofsted will not prescribe the style of learning. Damian Brant referred to an extract from Ofsted: *Teaching and Learning – What Works* and said that he would distribute copies.

4. To consider updates from Partner Colleges on placement activity

Top Barn Activity Centre

Rob Delahay was not in attendance at the meeting Stuart Mitchell asked that fliers be distributed. This has been mentioned in the newsletter as an opportunity to use partner organisations to train in different ways to deliver. Suggestions were welcomed.

Damian Brant added that NQTs were able to use this a resource in order to learn how to organise school trips.

Birmingham Metropolitan College

Sandra Parsons stated that students had been doing well and the mentors involved wanted to be mentors again but the College is going through a restructure and so couldn't commit until the situation was clear.

Chair stated the importance of selling the experience as a development opportunity and if not monetary payment then the offering an alternative qualification working on the premise that by taking on a mentee you are working towards a qualification, as an incentive, because otherwise teachers reached a plateau in terms of development.

Stuart Mitchell said that he was in talks with Phil Taylor with regard to Masters Courses and other qualifications.

Solihull College

It was reported that mentoring was going well and that they would be able to offer the same as before.

Solihull Sixth Form College

It was reported that they had taken 3 trainees. Problems with staff illness. There is a meeting with the Vice-Principal to look at next year's offering.

Offered some placements and there may be more. It was reported that the senior management team at the College are keen to grow and will know more in July,

Halesowen College

It was reported that there has been a positive experience of mentoring and they had employed two trainee from this year and last year's cohort. Mentors do not receive any remission.

Walsall

It was reported that there had been a change of management and they would not be able to help.

South and City College

Serena Wood reported that she was new to role and the College was also experiencing reorganisation. Campuses are to close and divisions are to be changed to faculties. Not aware that there are to be any changes to placements offered.

Birmingham Adult Education Service

Hafsha Dadabhai Shaikh introduced herself and the work of the BAES, saying that it is dedicated to family learning, with a focus on helping parents engage to children's learning. A short, 6 week programme is run with a tutor working with parents for 1 hour followed by a joint activity with children and parents for 1 hour. This is intended to help parents acquire Maths and English and parenting skills to foster parental engagement. It also serves as an entry level course for parents undertaking adult education courses. She reported that they had had two mentees last term and were keen to do more.

Joseph Chamberlain College

It was reported that they had been impressed with the commitment of one trainee. The mentorship had been offered as CPD for the mentor. It was reported that it was an opportunity to monitor, by mid-year reports, the progress of PGCE trainees through their NQT year. Damian Brant added that using post-NQTs as mentors was good as they were still close to the process, were familiar with up-to-date pedagogy, and they were able to be empathetic to the experience of trainees and able to aid development.

Chairman reported that in order to recruit to the course it was important to know that trainees could be placed. Stuart Mitchell said that placements are subject to change and that Karen McGrath works on provisional figures and then negotiates on the basis of past and then contacts for specific trainees.

Trainee contacts are followed up but they have experienced difficulties with trainees not wanting to go to placement and it was important the University match the right trainees to the right placements. Move to announce all placements for all trainees on the day without discussion to bring it into line with how other placements operated within University. Stuart Mitchell stated that this would be made part of interview process and made clear from the start. SA said that this ties in with professionalism and employability skills.

Craig Tucker said received STE from Wolverhampton asked whether something similar could be used and it was suggested that the idea of a pen portrait for trainees currently used by secondary be extended.

Jean Dyson reported that there had been closer integration with PGCE Secondary Art and Design and that the same trips to workshops and galleries etc. were undertaken by PCET students.

Stuart Mitchell reported that links with PGCE Secondary had identified two ideas to be promoted on PCET

5. To consider Subject Placements in Partner Colleges

Stuart Mitchell stated that this had been covered in previous points and there were ongoing conversations. Overall, the sooner BCU knew, the sooner there could be allocation of placements.

6. To consider an update on Mentor training

Stuart Mitchell reported that, following the February meeting, there had been further meetings to discuss. Initial online mentor training had launched and there had been fliers produced and cards with QR codes. This was intended to be for new and current mentors and covered generic ideas across all areas, some of which are PCET-specific. This could be done on an individual basis or as a group activity. The intention of BCU is to make the training mandatory as a first step to being a mentor and eventually to use this sign-up as a trigger to receive information on further developments and qualifications.

Ofsted had conducted an inspection of Teach First (for which BCU is the largest training provider) and found that two-thirds of the mentors had completed the training, and Ofsted had commented on the good links being a key element. This training will be extended to Primary, Secondary and PCT and would be offered to all colleagues who could invite BCU to deliver training whether or not mentors for BCU and this was intended to enhance relationships so that they are more collaborative and reciprocal.

With reference to the PCET Newsletter, the format of this had changed to make it more like the one for Teach First and input was invited from colleagues and mentors in sharing best practice and information. This is especially around how trainees are used in placement to maximize the benefit to the institution.

There was to be a move back to the original format of supervision from the University with two observations from the PDTs, at the beginning and end of the practice (unless further observations were requested) which would free up the mentor to focus on the mentor/mentee relationship and to suit their schedule rather than the PDT. It was suggested that there be a weekly meeting, evidencing the trainee's progress and their impact on learning.

It was suggested that staff development be brought before the next meeting, with the objective of sharing good practice at committee meetings and then including in the newsletter.

It was reported that the development of lesson plans is being undertaken as the current ones in use by the PCET are too complicated, and they will be adapted to make them more succinct, along the lines of the ones used for PGCE Secondary.

There was some discussion over the lack of clarity in schemes of work by some organisations and it was suggested that this could form part of a future discussion over points of reference.

With regard to literacy and numeracy, there was discussion over initial diagnostic assessments and trainees being given information about students and the practices in place to help trainees to make the best use of these.

Hafsha Dadabhai Shaikh asked whether there was an online presence for sharing information, such as a blog page. It was asked by the Chair whether this could be incorporated into Shareville. Stuart Mitchell indicated that this was a good forum for sharing best practice and there were funds available for outside participation.

Simon Spencer requested that there be an agenda item for future meetings of sharing best practice.

7. To consider German Trainees' Exchange opportunities

Karen McGrath reported briefly by Skype to the meeting from Germany that the exchange was going really well. Phil Bate reported that one trainee had been offered a job and the other didn't want to come back. It was reported that two universities are interested in taking trainees with hours to count towards 150. There is also an opportunity for German trainees to come to BCU. This is ongoing and will hopefully grow. It is proposed that trainees return to share experience with new starters.

8. To consider the Post Compulsory Education & Training Strategic Improvement Plan

This has been signed off as this is the last meeting of the year. Please refer to separate s

9. To consider the revised PGCE PCET Subject Specialisms

Simon Spencer reported that the PCET is currently a generic qualification but there is a move towards subject specialisms so there were be 5 course definitions: PGCE PCET (*subject specialism*) e.g. Humanities and Social Sciences; Maths and Numeracy, Science and Technology. The content will be substantially the same but the distinction is in order to be competitive.

Stuart Mitchell stated that the benefit for organisations would be subject specific ideas and pedagogies, and could ask for partner involvement for specific days. Expertise is shared with PGCE Secondary.

10. To consider developments in Shareville

It was reported that new recordings are being undertaken at Top Barn. Simon Spencer asked the committee members to provide case studies/critical events that could be dramatised to be used as a training device.

11. To consider recruitment and course developments

11.1 PGCE: PCET full-time

It was reported that there are 55 to date with a target of 80. This is down year-on-year but this is an issue across the sector, as there is a slow take-up

11.2 PGCE: PCET part-time

It was reported that there is no recruitment to part-time

11.3 Partnership Development for teaching and learning

11.4 Collaborative Partnership with Solihull College

It was reported that recruitment is slow but open events planned mean that this would pick up over the summer. The slowness of recruitment at this stage was not considered unusual or of concern. It was noted that it was too small a cohort this year and the College is preparing to offer Level 5 as well as Level 7. Also need a route for non-graduates and the College is working on Level 6.

12. To consider any other business; agenda items for Partner colleges

The Committee gave their best wishes to Phil Bate who would be leaving his post at Birmingham City University at the end of the academic year.

13. To receive the date of future meetings of the PCET Partnership Committee

Wednesday 14th October 2015 at 10am

Wednesday 3rd February 2016 at 10am

Wednesday 7th June 2016 at 10am