



# BIRMINGHAM CITY University

## Summary of Secondary SPC meeting – 8 June 2022

1. **PGCE and Undergraduate outcomes** for this academic year were briefly reviewed
2. BCU will be re-submitting their bid for **ITT accreditation** in June 2022
3. **It was identified that we needed to review and strengthen the impact of the Secondary SPC going forwards.**
  - a. The SPC needs to secure a sound understanding of what good ITE practice is and how to identify it.
  - b. The SPC leadership team will be looking at the terms of reference for the SPC and checking whether they reflect the role of the committee to take oversight of quality assurance processes.
4. **We are engaging with a Secondary Mentor Working Party to develop ways in which more robust mentor QA can be developed across the partnership.** Key features identified to date include:
  - a. Ways to communicate the ITE Curriculum from BCU sessions into SBT settings
  - b. Consideration of workload for mentors / teachers in partnership schools – systems need to be streamlined as much as possible
  - c. Strategies for Professional Mentors to more robustly QA the impact of mentoring within their schools in partnership with BCU Link Tutors
  - d. The development of a partnership buddying strategy to support new mentors
5. **Targets for SPC in 2022/23:**
  - a. We need to be able to guarantee that our curriculum is being delivered by mentors in the school-based settings.
  - b. High leverage target-setting needs to be aligned to curriculum content over the BCU ITE tracker.
  - c. We need more robust subject-specific QA, and more robust school-specific QA.  
AB presented a draft of how we think this might look. This could potentially include identifying SBT Leads for specific groups of schools (link tutors).
6. **Actions from discussions within the SPC for 202/23:**
  - a. Subject Tutors to recruit Subject Mentor Reps from cohort hosting PG and UG trainees by the end of September 2022.
  - b. Subject Mentor Reps asked to complete BCU Subject Mentor Audit and Pen Portrait for publication in October 2022
  - c. Subject Tutors and Strategic Partnership Lead to signpost Subject Mentor Reps clearly across the secondary partnership in October 2022
  - d. Link Tutors and Strategic Partnership Lead to ensure that Professional Mentors are made aware of any Subject Mentor Reps. From their schools in October 2022
  - e. Subject Leads to plan Subject Mentor CPD content for the academic year in partnership with the Subject Mentor Reps – published in SM Newsletters mid October 2022
  - f. Subject Leads and Link Tutors to identify new / inexperienced SMs and signpost names to the Subject Mentor Rep. for an informal Buddy process during the year



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- g. Professional Mentors to be included in all SM comms for the academic year
- h. Subject Leads and Subject Mentor Reps to identify dates for QA meetings each academic term
- i. Dates for Subject QA Report submissions shared by BCU SLT team
- j. Leaders for Secondary SPC to review and monitor QA processes ahead of each full SPC meeting
- k. Rewards for SM Rep role to be discussed with Head of ITE
- l. Plan for termly guest editors for ITE Partnership Newsletters with Primary Strategic lead

## **7. Future SPC dates:**

### SLT Committee

- Tuesday 15 November 4.00pm
- Thursday 2 March 4.00pm
- Tuesday 6 June 4.00pm

### Full SPC

- Thursday 1 December 4.30pm
- Tuesday 14 March 4.30pm
- Thursday 22 June 4.30pm

**8. SPC was reminded of BCU Mentor Celebration event on 5 July 2022.**

**9. BCU Ofsted report will be published in July 2022.**