

Table 3 : Progress report

Appendix 1

Nbr	Improvement	Performance measure	Strategies in place	Progress
1	To increase the standard of teaching, learning and assessment	To increase from 75 % to 80% the number of graded observations at grade 2 (good) or above	Managers are focusing support on tutors currently graded 3. Service wide focus on setting “SMART” targets	Autumn term report 73 % of direct delivery observations are currently graded 2 or above. If contractors’ observation grades are added then the percentage rises to 78%.
2	ESOL learners further increase their achievement and success rates.	To raise by 7% to 80% but working to the national average of 84%	Strategies have been put include: raising the mock exam pass rate, allowing longer time for preparation, peer support and also additional training.	Although only one indicator, 95 % (67 out of 70) of those sat autumn examinations achieved their qualifications. Retention rates also remains good.
3	To ensure timely information & advice is given to learners regarding what they can do next	Learner feedback shows 55 % of learners responding “definitely” and 95% responding “definitely” or “yes” to the question “I receive support about what I can do next”.	Renewing of the Matrix information, advice and guidance standard will enable greater focus on this area. Managers are prioritising this area when discussing quality of delivery with tutors	Autumn term report. Some progress There was a 1% increase to 44% of those who responded definitely and an 7% increase to 90% of those who responded definitely and yes to the question
4	To ensure that all staff are aware of the PREVENT agenda and how to identify and what steps to report suspicious behaviour.	100% of core staff attend and 85% of sessional tutors attend a 2hr awareness training and complete the e learning programme.	All managers to attend 2hr awareness training, local safeguarding policy being updated and additional workshops for sessional tutors and contractors being arranged	Policies have been updated, workshops planned with some delivered, attendance of sessional tutors at the first workshop
5	Reduction on the number of cancelled courses	Number of programmes cancelled reduced from 28% to 10 %.	Better use of local intelligence in the planning of programmes.	17% (42) of autumn programmes, were cancelled, this reduced to 11% (20) cancellations in the in the spring term.
6	Better recording of apprenticeship achievement data to achieve at least the national average	To increase timely achievement (success rates) from 55.6% to at least the national average of 60.5% .	Processes in place to monitor achievements to ensure timely entering of data.	It is too early in the academic year to comment as apprentices are still working towards their competencies

