

| Quality Improvement Plan 2019-2020 |  |  |   |   |                 |            |             |     |
|------------------------------------|--|--|---|---|-----------------|------------|-------------|-----|
| Ref                                | Target & Action  | Impact   | When  | Whom  | February Update | May Update | July Update | RAG |
| LM.1                               | Introduce Deputy Principal Post  | To further strengthen leadership   | Aug-Sept                                    | Tina/SLT  |                 |            |             |     |
| LM.2                               | Training for Trustees, SLT, Tutors and LSA on the new EIF  | Increase understanding and improve practice  | Sept-Dec                                    | Tina/Graeme   |                 |            |             |     |
| LM.3                               | Targeted Trustee recruitment   | Skilled leaders to hold managers to account  | Sept-Dec                                    | Martin/Tina   |                 |            |             |     |
| LM.4                               | KCSIE update training to include CSE, FGM, County Lines, Prevent, Contextual Safeguarding, Peer to Peer  | Statutory duty in Safeguarding young people  | Sept  | Graeme  |                 |            |             |     |
| LM.5                               | Schedule Safeguarding scrutiny meetings with link Trustee  | Statutory duty in Safeguarding young people  | Termly (3 per year)                         | Graeme/Anne   |                 |            |             |     |
| LM.6                               | Update QA process in line with new EIF including introduction of 'deep dive' sampling to triangulate impact  | Improve quality, inform training and outcomes for all students                                 | Sept  | Graeme  |                 |            |             |     |
| LM.7                               | Review capacity in delivery of the QA system across the Trust  | Assurance on the quality of education  | April-July                                  | HR/ Graeme/Helen                                    |                 |            |             |     |
| LM.8                               | Update protocols for session 'visits' and work scrutiny in line with new EIF   | Improve quality, inform training and outcomes for all students                                 | Sept  | Graeme  |                 |            |             |     |
| LM.9                               | Continue development of tracking tool against learner targets and reinforce cross charity recording through central system   | To best meet needs of all students in line with EHCP outcomes                                  | 1/2 termly                                  | Helen/Kate/Graeme                                   |                 |            |             |     |
| LM.10                              | Further training to strengthen the quality of data from PeopleHR to track performance management against training and impact on education outcomes   | Skilled staff to maximise outcomes for all students  | Sept-Dec                                    | HR/Graeme   |                 |            |             |     |
| LM.11                              | Increase IT resource through introduction of new IT Assistant Role across charity and sites  | Maximise IT efficiency and development   | Sept-Dec                                    | Richard/Graeme                                      |                 |            |             |     |
| LM.12                              | Review initial assessment procedure:<br>1. develop baseline tool to incorporate 0-3 scoring<br>2. create and populate .xls - Entry & Quals = M/E/main<br>3. explore how FAST could be used for I/A | Meeting <b>Ofsted</b> recommendations  | 1. Jan 2020<br>2. Jan 2020<br>3. March 2020 | 1. Graeme/Helen<br>2. Helen B/Helen T<br>3. Helen B |                 |            |             |     |
| LM.13                              | Revise how progress is monitored through QA process  | Meeting <b>Ofsted</b> recommendations  | Monthly                                     | Graeme/Helen  |                 |            |             |     |
| LM.14                              | Revise how progress is shared with parents and develop narrative visuals   | Meeting <b>Ofsted</b> recommendations  | Apr-20                                      | Helen/IT  |                 |            |             |     |
| QE.1                               | Further develop the new WorkBased Learning Programme at Center Parcs to strengthen model and use as basis for additional sites/employers.  | Increased opportunity for students to access a wide range of work skills in different settings | Sept-July                                   | Darren/Helen  |                 |            |             |     |
| QE.2                               | Develop Curriculum Planning to support cross-charity understanding of intent, implementation and impact.   | To best meet needs of all students in line with EHCP outcomes                                  | Sept  | Helen/Graeme  |                 |            |             |     |
| QE.3                               | Strengthen learning visits by ensuring close links to CPD and action planning where appropriate. Feedback is used to inform planned training.  | Improve quality, inform training and outcomes for all students                                 | Nov-formal Termly-informal                  | SLT/Graeme/Helen                                    |                 |            |             |     |
| QE.4                               | Further develop the scrutiny of target setting, progress and quality to ensure that opportunities for learners to generalise/apply to context are explicit   | Maximise knowledge and skills development  | Half termly                                 | Helen/Kate/Graeme                                   |                 |            |             |     |
| QE.5                               | Improve quality of work-based target setting and progress tracking for all students/trainees   | Maximise knowledge and skills development in the work place setting                            | Termly Review                               | Helen/Darren  |                 |            |             |     |
| QE.6                               | Development curriculum opportunities for therapeutic provision (EHCP specific)   | Individualised learning opportunities  | Sept  | Graeme/HR   |                 |            |             |     |
| QE.7                               | Broaden staff qualified in Systematic Instruction  | Consistent approach to curriculum delivery   | Jan-April                                   | Helen   |                 |            |             |     |
| QE.8                               | Develop IT Helpdesk opportunity to provide consistent support to staff and students  | Timely support for staff and students  | Sept-Dec                                    | Richard/Graeme                                      |                 |            |             |     |
| QE.9                               | Introduce formal monitoring of progress and outcomes at tutor level  | Distributed QA   | Termly                                      | Helen/Kate  |                 |            |             |     |
| QE.10                              | Monitor impact and quality of revised ILP process and EHCP tracking across Trust   | Consistent approach to monitoring learning programmes  | Termly                                      | Helen/Ian   |                 |            |             |     |
| QE.11                              | Further develop baseline assessment processes  | Meet individual needs and monitor distance travelled   |   |   |                 |            |             |     |
| QE.12                              | Broadening best practice through triangulation of peer-to-peer work scrutiny   | Improving practice for evidencing student progress   |   |   |                 |            |             |     |
| QE.13                              | Develop whole college guidance and training for feedback and marketing   | Meeting <b>Ofsted</b> recommendations  | Jan-20                                      | Graeme  |                 |            |             |     |
| QE.14                              | Devise standard evidence recording system for practical sessions   | Meeting <b>Ofsted</b> recommendations  | Jan-20                                      | Graeme/Kate   |                 |            |             |     |
| BA.1                               | Revise reward system to increase simplicity and access for students  | Improve motivation, positive attitudes and outcomes for students                               | Sept  | Fiona/Lindsey                                       |                 |            |             |     |
| BA.2                               | Review impact of PROACT SCIPr across the trust and increase accredited PROACT SCIPr Trainers   | Timely and consistent training for staff to increase confidence in supporting students         | Jan-July                                    | SLT   |                 |            |             |     |
| BA.3                               | Review support and behaviour strategies (within ILPs)  | Reduction of incidents and increased positive behaviour of students                            | Termly                                      | Helen/Traceylee                                     |                 |            |             |     |
| BA.4                               | Review induction and student profiling to ensure clear expectations for behaviour in college and work placements   | Reduced levels of poor behaviour and attitudes to learning                                     | Termly                                      | Helen/Darren  |                 |            |             |     |
| BA.5                               | Staff training in Diversity and Dignity at Work to ensure promotion of inclusion and celebration of diversity  | Skilled staff to maximise outcomes for all students  | Jan   | Graeme  |                 |            |             |     |
| BA.6                               | Review terms of reference and standing items of the student focus meeting to improve monitoring of attendance/punctuality, risk assessments, incidents, positive behaviour and accidents           | Identify patterns and implementing strategies, link to training                                |   |   |                 |            |             |     |
| BA.7                               | Develop programme for achieving and monitoring consent:<br>- learning agreement<br>- media<br>- trips out<br>- eSafety/AUP   | Meeting <b>Ofsted</b> recommendations  | Feb-20                                      | Helen/IT  |                 |            |             |     |
| PD.1                               | Plan Travel Training and Community Access programme for January 2019 roll out  | Maximise knowledge and skills development  | Jan   | Helen   |                 |            |             |     |
| PD.2                               | Further development of therapeutic opportunities as appropriate  | Maximise wellbeing for students  | Sept-July                                   | Graeme  |                 |            |             |     |
| PD.4                               | Broaden work placements/collaboration with employers   | Maximise knowledge and skills development  | Sept-July                                   | Graeme/Helen/Darren                                 |                 |            |             |     |
| PD.5                               | Align assessment and tracking processes across the Trust   | Maximise outcomes for students   | Sept-July                                   | Kate/Helen  |                 |            |             |     |
| PD.6                               | Increase communication opportunities with parents through revised ILP/EHCP tracking process  | Maximise outcomes for students   | Sept-July                                   | Graeme/Helen/Kate                                   |                 |            |             |     |
| PD.7                               | Review of tutorial programme to deepen knowledge of FBV  | Maximise knowledge and skills development  | Sept-Dec                                    | Graeme/Helen  |                 |            |             |     |
| PD.8                               | Review I-Curriculum to strengthen students' understanding of E&D, healthy relations, sex education, online safety, peer on peer abuse  | Maximise wellbeing for students  | Sept-Dec                                    | Graeme/Helen  |                 |            |             |     |
| PD.9                               | Continue to strengthen impartial CEIAG through collaboration with external partners and embed Gatsby benchmarking  | Maximise outcomes for students   | Sept-July                                   | Graeme/Helen/Darren                                 |                 |            |             |     |
| PD.10                              | Recruit additional Job Coach to support growing WEX  | Maximise opportunities for students to access work experiences                                 | In year- dependent on student Nos           | Graeme/Helen  |                 |            |             |     |
| PD.11                              | Develop annual cycle of enrichment activities and events across the college to capture breadth of extra-curricula activities to develop talents and interests                                      | Responsive, respectful and active students   | Sept-Dec                                    | Graeme/Helen  |                 |            |             |     |
| PD.12                              | Build on Tutorial programme through 'dropped timetable days' that informs, supports and enhances young people's awareness and safety   | Maximise knowledge and skills development  | Termly                                      | Graeme Helen  |                 |            |             |     |