

## ANNUAL ASSESSMENT VISIT: MAIN FINDINGS

Name of College: West Middlesex College

Date of visit: 10 July 2007

This feedback contains brief findings from the annual assessment visit. It focuses on the themes explored during the visit and does not attempt to give a comprehensive overview of the college's performance.

### Achievement and standards

What actions have been taken to improve learners' progress? How effective are they?

- A few actions have been taken very recently to improve the recognition, collection and recording of learners' progress. However, progress has been very slow since the last inspection. Within the past few weeks, learners' literacy and numeracy skills levels have been re-assessed. However, the results of these are still being analysed. Newly structured termly reports of learners' progress were implemented at the end of the spring term, but they only record progress for that term. Individual learning plans have been reviewed, and a revised format will be introduced from September 2007. A daily record sheet system has just been introduced but is not yet embedded.
- The college is to check its status as an accredited centre and plans to change its current external accredited qualification for September 2007.

### Quality of education and training

What progress has been made in developing an appropriate curriculum and learning environment for learners? How effective is it?

- Little progress has been made until very recently. The curriculum structure has been reviewed, with changes being planned for the next academic year. The college has recently introduced citizenship studies

into the curriculum. The college acknowledges that individual programmes for learners have not been provided to date, and are planning to implement personalised timetables from September 2007. Currently, vocational options within the college continue to be limited. The college has formally developed its links with local colleges and an adult education centre. It plans to introduce phased access to their courses, and opportunities for West Middlesex learners to undertake work experience within these education centres next year. Formal procedures for work experience are not yet in place.

- The temporary team have introduced a range of new policies and procedures, for example, transition arrangements and planning. While the first transition plan has been produced for a learner who is leaving shortly, the procedures are not yet fully operational.

## Leadership and management

What improvements have been made to the operational arrangements, and the clarity of roles? How effective are they?

- The college has been slow in implementing changes to its operating structures. A few months ago, the college contacted another independent specialist college for support and guidance. A team of temporary staff, including a director and an acting principal, have been in post for the past few months to help prepare the college for re-inspection. The college has restructured at senior level, the directors now work closely with the acting principal. The college is in the process of establishing an advisory committee with representation from the local community. The structure of the provision has changed so that learning skills council (LSC) funded learners are taught in small groups that are distinct from the social-services funded learners. Staff meetings are held every morning and evening to identify any issues. These changes are important and an important first step, but have been implemented only recently, and it is too soon to evaluate their impact.

What improvements have been made to the college's quality improvement systems? How effective are they?

- The college is still in the early stages of developing its quality improvement systems. Much is still in the planning stages and little has happened, until very recently. The current self assessment report (SAR) was written by the acting principal who then consulted the staff. The college plans to re-write the SAR, starting with feedback from staff and other stakeholders. The college has very recently carried out some informal observations of teaching and learning, but no formal observations have been carried out since the last inspection. It is not possible to demonstrate improvement. The college plans to implement a scheme from September 2007. Opportunities for training, including safeguarding, have increased and more is planned. The teaching staff have received training in recognising and recording progress and achievement (RARPA) and have a better understanding of it. The college has been slow in implementing quality improvement processes and does not yet have key indicators in place as a basis for monitoring the college's performance.