

Reinspection Monitoring Visit: MAIN FINDINGS

Name of Provider: Burleigh College

Date of visit: 14 May 2009

Context

This reinspection monitoring visit follows the inspection of Burleigh College in August 2008. At the time inspectors found achievement and standards to be inadequate. The effectiveness of provision, capacity to improve, the quality of provision and leadership and management were satisfactory. Provision in preparation for life and work was also satisfactory.

Since the inspection the number of learners on the employability skills provision (ESP) has increased. The college has restructured its skills for jobs (SfJ) provision. Burleigh College has a new contract with the Learning and Skills Council (LSC) for a pilot programme to deliver flexible provision in, English for speakers of other languages (ESOL), to parents on benefits. At the time of the visit, Burleigh College had 346 learners on LSC funded programmes compared with 240 at the time of the previous inspection. In October 2008, Burleigh College opened a new training centre in Wembley and, in April 2009, opened another in Ealing, bringing the total number of training centres to five.

Achievement and standards

How much progress have managers made in improving the unsatisfactory sustained job outcome rate on SfJ?	Significant progress
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The sustained job outcome rate at the previous inspection was 14%, compared with a target of 50% for job entry and 33% for sustained jobs. The final rate for the 2007/08 contract was 12%. The contract for 2008/09 started in November 2008. The college has restructured this programme. Managers have revised the recruitment process to provide more intensive information, advice and guidance (IAG) to ensure that learners are matched to identified jobs. Employer engagement has improved. The college is now more aware of suitable jobs available within the area that they operate. Job placement officers ensure learners meet employers' specific requirements and complete any necessary training. The job entry rate between November 2008 and April 2009 meets the contractual target of 50%. The first group of five learners have entered sustained employment for a period of 13 weeks. This is too small a group to make a judgement on the overall sustained job outcome rate.

How much progress have managers made to improve the unsatisfactory job entry rates on ESP?	Insufficient progress
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The job entry rate for employment skills provision at the previous inspection was 17% against a contractual target of 25%. The changes to provide more individualised learning programmes and the increase in employer engagement have not yet had an impact on the overall job entry rates. The job entry rate for the current contract year was 15% in April 2009 and 20% in May 2009. This indicates reasonable progress in the last month. However, it is too early to judge whether this improvement represents an overall positive trend in job outcome rates.

Quality of provision

How much progress has the college made to increase personalised learning on the ESP?	Reasonable progress
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Overall, the college has made reasonable progress to increase personalised learning on the ESP. Individual learning plans (ILP's) and progress review forms are more concise. Tutors now write most targets in language that learners understand. Staff carry out regular progress reviews with learners. Burleigh College has recently introduced a new employability skills assessment procedure. Some of the language used on the pilot form is too difficult for some learners and many questions do not relate to employment. At this early stage of development, it is not possible to evaluate the impact or improvement to individual target setting. The provider has acquired useful and relevant additional work related resources for jobsearch activities. However, materials to practise language skills in the workplace are not yet available.

Tutors' lesson plans and schemes of work do not sufficiently focus on employability. Planning for individual learning needs in lesson plans is still weak. The college's strategies for supporting learners who need additional support and for providing additional activities to extend learning for more able learners are insufficient. This was an area for improvement identified at the previous inspection. The college has not yet resolved this issue.

How much progress has the college made in implementing a new programme of extended IAG?	Reasonable progress
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Burleigh College has made a good start at implementing a new programme to extend IAG and to create strong links between language training and gaining employment. Language tutors, mentors and careers advisers work well together to provide IAG on language and employment. Revised ILP's and programme structure provide a better focus for integrated delivery. The initiative to train college brokers in IAG at level 3 is good.

Leadership and Management

How much progress has the provider made to improve the use of management information and data?	Reasonable progress
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Following the previous inspection, Burleigh College appointed a data and information technology systems officer. This has enabled managers to cross check the data provided by the training centres, with the information provided to the LSC to ensure all data is up to date and accurate. Burleigh College has made reasonable progress in improving the use of management information and data, especially through its analysis and monitoring of the performance of different groups in its quarterly reports. Effective monitoring of retention rates highlighted a problem at the Wembley training centre, where the local Jobcentre was referring unsuitable learners. The college has taken appropriate action and the retention rate at that centre has improved from 60% to 74% in the last three months. Managers monitor the gender and ethnicity of learners starting on programmes. However, managers have not carried out sufficient analysis of the job entry rates for different groups. Staff receive information about the targets for the different contracts through the regular bulletins. However, staff do not routinely receive information about the performance of different contracts against these targets.

How much progress has the college made to improve the procedures for safeguarding learners?	Reasonable progress
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The procedures for safeguarding learners at Burleigh College now meets current government requirements. The college has carried out Criminal Records Bureau checks for all staff and new staff have applied for clearance. Staff received an awareness raising session on the college's safeguarding policy at a training day in September 2008. They received additional information in a college wide memorandum. Directors maintain confidential records on safeguarding incidents and other complaints, although these lack sufficient detail and key information, such as locations and dates.

Self-assessment and improvement planning

How much progress has Burleigh College made in developing an effective self-assessment and post inspection plan?	Reasonable progress
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The self-assessment report is detailed and staff have been closely involved with its production. The report includes judgements on all the aspects in the *Common Inspection Framework*, although most sections are too descriptive and often repetitive. The analysis and use of management information has improved in some sections of the report, although some of the judgements in the achievements and standards section are more positive than the data suggests. Insufficient information

was included on the arrangements for safeguarding vulnerable adults. Burleigh College has taken many actions to resolve the key areas for improvement identified during the previous inspection. However, many of the targets in the post-inspection plan are insufficiently specific and not measurable.