



COLEG Sir Benfro
Pembrokeshire COLLEGE

A-level Centre Committee

Annual Report
1st August 2022 -
31 July 2023



Carys Evans and Leon Delaney, former pupils of Ysgol Bro Gwaun





hello

1.0 Introduction

- 1.1 The A-level Centre Committee Annual Report relates to the academic year commencing on 1st August 2022 to 31st July 2023.
- 1.2 The Corporation Board established a committee known as the A-level Centre (ALC) Committee to oversee the operation of the A-level Centre at Pembrokeshire College. The Corporation Board requires all of its committees to produce an annual report to provide an overview of their activities during the academic year.

Joseph Jenkins, former Milford Haven School pupil now reading Maths and Computer Science at the University of Bath

2.0 Composition & Membership of the Group

2.1 The Terms of Reference for the Committee are reviewed on an annual basis. The Terms of Reference for 2022/23 set out the following composition:

> Four members nominated by the Corporation who shall be:

- A member of the Corporation
- The Principal of Pembrokeshire College or the holder of any post which succeeds that of Principal
- The Head of A-levels (CAM) or the holder of any post which succeeds that of Head of A-levels

> Up to eight members nominated by Pembrokeshire County Council who shall be:

- The Director of Education of Pembrokeshire County Council
- 3 Head Teachers from Ysgol Penrhyn Dewi, Ysgol Bro Gwaun and Milford Haven*
- 3 Governors from Ysgol Penrhyn Dewi, Ysgol Bro Gwaun and Milford Haven*
- The 14-19 Adviser or equivalent of Pembrokeshire County Council
- Up to 2 members of Pembrokeshire County Council

*Membership includes Headteachers and governors from schools with no sixth forms whose learners transition into the College.

2.2 The Committee is Chaired by the Director of Education, Pembrokeshire County Council, who is also a Board Member.

2.3 Catherine Freeman is the Governance Officer and acts as Clerk to the Committee.





Anya Thomas, former Ysgol Penrhyn Dewi pupil now reading Veterinary Medicine at the University of Central Lancashire

3.0 Meetings

- 3.1 Meetings of the Committee are scheduled on a termly basis. During the academic year 2022/23, 3 meetings of the ALC Committee were held:
- 28th September 2022
 - 28th February 2023
 - 16th May 2023
- 3.2 Quorum is set at 3 members consisting of 1 Local Authority representative, 1 School representative and 1 College representative. All meetings during the year were quorate.
- 3.3 Overall attendance for all Committee Members was 74%. Attendance by Board Members who were also members of the Committee was 73%.
- 3.4 Additional officers from the College and schools are requested to attend meetings at the request of the Committee. This includes transition leads, the Faculty Head for A Levels and Skills and the Designated Senior Person for Safeguarding.

4.0 Work of the Committee

4.1 The main items discussed by the Committee during the course of the year included:

- Review of Terms of Reference
- Annual Report 2021/22
- A-level Results 2021/22
- Destinations Report 2021/22
- Start of Term Update
- Safeguarding Reports
- Progress Against Targets
- Planning 2023/24
- UCAS/SEREN Update
- Transition Update
- Projected Outcomes
- Application Numbers
- Retention and Support for A-level Learners

Highlights of discussion included:

4.2 The performance of learners via identified groups were discussed, outlining the steps being taken to improve performance where required. The actions taken to reduce exam anxiety were also noted, especially as 2021/22 had been the first experience for some learners in sitting formal exams due to the Covid 19 pandemic.

4.0 Work of the Committee Continued

- 4.3 Committee Members were pleased to see the number of learners successfully gaining university places and the level being accepted to Sutton Trust 13/30 universities. Learners continued to receive Oxbridge interviews with some successfully gaining places. Learners had also successfully gained places for medical and veterinary schools. The significant changes to the UCAS system being implemented for 2024 entry were noted.
- 4.4 There had been a small uptake in the number of learners opting to access tutorial sessions and Welsh Baccalaureate through the medium of Welsh. It was expected that this number would grow going forward. It was highlighted that the new enrichment programme had been well received by learners with some bespoke sessions for A-level learners.
- 4.5 Progress updates for A-level learners allowed the Committee to monitor progress and actions being undertaken to support learners to achieve the best outcomes possible. The Committee recognised the breadth of data being used to provide an accurate picture of progress. Committee Members highlighted that a whole county approach was required to broaden the advice and guidance available to learners at an earlier stage. The focus should be on career aspirations rather than individual subjects and more emphasis on existing and upcoming career opportunities and the future skills economy.
- 4.6 An overview of the work of Aspire, Quality and Standards Team during the year was provided to the Committee. Committee Members were particularly interested in the Quality Assurance processes and activities such as learning walks. The Committee has requested for minutes from the newly formed Quality Board to be circulated for information.
- 4.7 Confidential Safeguarding reports remain a standing item on the agenda and provide the Committee with assurance that safeguarding and wellbeing of learners remains a priority for the College. It was highlighted that schools and the College are seeing a continued demand for mental health services and different initiatives were discussed by Committee Members.

5.0 Work Programme 2023/24

5.1 The work programme for the Corporation Board and sub committees for 2023/24 was approved by the Board in May 2023. The work cycle anticipates matters for consideration during the year and predictable annual matters. However, it is likely there will be some changes as ad hoc matters will inevitably arise during the course of the academic year.

5.2 Key items for consideration by Committee during the 2023/24 academic year will include:

- Start of term update
- A-level results
- Destinations
- Progress against targets
- Pastoral support update
- SEREN and UCAS update
- Safeguarding
- Projected outcomes
- Planning for 2024/25
- Application and retention numbers

6.0 Summary

6.1 The Committee continues to strengthen relationships and partnership working between the College, schools and Local Authority. It will continue to develop its role and supporting learners transitioning between schools and the College to study A-level courses. The Committee will continue to seek opportunities for sharing of good practice and ensuring the needs of A-level learners are met.



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