

**Arrangements for obtaining stakeholders’ views on**

**the determination and periodic review of the**

**educational character and mission of the**

**institution and the oversight of its activities.**

Huddersfield New College believes that it is essential to know the views and experiences of students, their parents, staff and other stakeholders in order to continue to improve the provision of the college and achieve excellent outcomes.

The Instruments and Articles of Government of Sixth Form College Corporations require the publication of arrangements for consulting with stakeholders at the college on the determination and periodic review of the educational character and mission of the College and the oversight of its activities.

The College is committed to engaging with all stakeholders to obtain their views and opinions by means of the following arrangements, which include providing information, obtaining feedback, consulting on issues and direct involvement:

**Students**

We inform students through:

* Direct communication in lessons
* Personal tutor group tutorial sessions
* One-to-one reviews with personal tutors and subject teachers
* Regular e-mail communication
* College Website notices
* Social media such as Twitter and Facebook
* Regular postings on Moodle (the College’s VLE)
* The Student Union Executive
* Poster campaigns

We obtain feedback through:

* Class representatives
* Departmental student focus groups, as part of the departmental Teaching, Learning and Assessment Reviews
* Cross-college surveys
* Student focus groups, e.g. on catering services
* Personal tutor group tutorial sessions
* One-to-one reviews with personal tutors and subject teachers
* Tutor Group representatives
* The Student Union Executive
* Social media such as Twitter
* E-mails
* Ofsted’s Learner View Survey
* Student Complaints Procedure

We consult through:

* Student Surveys - for example, an annual student perceptions questionnaire conducted to obtain views from all students on the wider aspects of College life, including the College’s mission and vision
* Student Focus Groups – both within subjects and Cross-College

We directly involve students through:

* Student Membership of the Corporation – Student Governors are given opportunities to play a full part in the Board’s proceedings, which includes the periodic review of the educational character, mission, values, strategic priorities of the College and oversight of its activities
* Student representatives on Cross-College committees, such as Equality & Diversity
* Student Union Executive – 4 student officers who have a range of roles, responsibilities and skills and who represent students’ views about College life and the student experience
* Meetings between the Senior Leadership Team and the Student Union Executive
* Student Ambassadors

**Staff**

We inform staff through:

* Staff Meetings held twice a term
* Principal’s Briefings held weekly
* Weekly Staff News
* Daily Staff briefings via e-mail
* Regular staff e-mails
* Face to face meetings

We obtain feedback from staff through:

* Weekly team meetings
* Staff meetings held twice a term
* Staff focus groups/working parties
* Staff surveys
* College consultation with professional associations (PAMLG)
* Involvement in the Investors in People programme
* Involvement in the Investors in Diversity programme
* Staff Grievance Procedure
* Open Door Policy
* Performance Management Reviews
* Exit Interviews

We consult with staff through:

* Staff focus groups/working parties, for example, trial exams working party
* Staff surveys, for example, workload survey
* Regular management and professional association meetings (PAMLG), which incorporate opportunities to explore new developments as well as policies relating to the terms and conditions of employment

We directly involve staff through:

* Staff membership (2) of the Corporation – Staff Governors have an opportunity to play a full part in the Board’s proceedings, which includes the periodic review of the educational character, mission, values, strategic priorities of the College and oversight of its activities.
* Staff Representatives on Cross-College committees, such as Equality & Diversity, Resources, Health and Safety

**Parents:**

We inform parents through:

* Information on The college’s website
* On-line newsletter
* Regular letters, texts and emails
* Welcome Evenings, Parents Evenings and Open Evenings throughout the year
* Information on Firefly

We obtain feedback from parents through:

* Parents/Carers survey (planned for 2014)
* Ofsted’s Parent View survey
* Parental Complaints Procedure

We consult with parents through:

* Parents/Carers survey (planned for 2014)

We involve parents through:

* Invites to and attendance at college events such as the STEM evening, HE evening, Art, Design, Photography and Fashion Shows etc
* Parent membership (2) of the Corporation – Parent Governors are given opportunities to play a full part in the Board’s proceedings, which includes the periodic review of the educational character, mission, values, strategic priorities of the College and oversight of its activities
* Case Conferences, as appropriate

**Other Stakeholders:**

* An annual Stakeholder Event

**Monitoring and Review**

Stakeholders' views on and experiences of the educational character and mission of the College and the oversight of its activities are evaluated by the Governing Body and used to inform the strategic direction of the college.

Stakeholder views also feed directly into the College’s Quality Assurance processes, including the Self-Assessment Review and Quality Improvement Plans, which are also monitored regularly by the Corporation.

The arrangements for obtaining stakeholder views are reviewed by the College on a regular basis, to ensure that they meet the needs of the Corporation, in obtaining the views of Staff, Students and Parents on the educational character and mission of the College and its activities.