



**Quality and Curriculum Committee
Minutes – Part I**

Minutes of the sixth meeting of the Brockenhurst College Quality and Curriculum Committee held on Tuesday, 10 June 2025 via MS Teams.

Present:	Governors		Meetings attended
	Ms H Odhams	Principal	(3 out of 3)
	Mr B Hogg	Chair	(3 out of 3)
	Ms L Bell		(3 out of 3)
	Ms J Jenkin		(3 out of 3)
	Mr B Hogg		(3 out of 3)
	Ms X Li-Bloodworth		(2 out of 3)
	Mr M Johnson		(1 out of 2)
	Mr G Cooper		(2 out of 3)

In attendance:	Mrs J Munro	Deputy Principal	(DP-JM)
	Mr S Jenkin	Assistant Principal, Vocational	(AP-SJ)
	Ms C Woodsford	Assistant Principal, Partnership & Skills	(AP-CW)
	Ms A Bletcher	Assistant Principal, Learning and Quality And Development	(AP-AB)
	Mrs L Payne	Clerk to Corporation	(3 out of 3)

Meeting commenced at: 5pm

Minute No:	Paper title	Action
6.1.	WELCOME AND APOLOGIES The Chair welcomed everyone to the meeting. Mrs Essex had apologised for her absence.	
6.1.1	ANY CONFLICT OF INTEREST There were no conflicts of interest expressed.	
6.2.	COMMITTEE BUSINESS	
6.2.1	Minutes of the meeting held on 4, March 2025 The minutes of the 4 th March 2025, having been previously circulated to members, were agreed as a true record and would be signed by the Chair. All Members were agreed.	
6.2.2	Matters arising from the meeting held on 4, March 2025 It was noted that all matters arising had been actioned or would be covered by the agenda.	
6.2.3	Review of Effectiveness of Committee Members considered the review of their effectiveness over the year and were pleased to confirm that the role of the Chair had been carried out well. All Members were agreed.	Refer to Board
6.3.	STANDARDS AND QUALITY	
6.3.1	Curriculum Performance Update The Deputy Principal presented her report. Members were updated on the current and predicted performance of the curriculum. The key points were:	



	<p>Retention was noted as improved. Attendance had improved but remained just below target. The A Level performance was improving but high grades were falling behind. There was a discussion on the subject support programmes and strategies in place since March 2025 to support students.</p> <p>Overall, the Deputy Principal confirmed there were good features in the curriculum performance update. Governors asked questions about aspects of the delivery. The report was noted.</p>	
6.3.2	<p>Quality Improvement Plan update The Deputy Principal reported on the Quality Improvement Plan and highlighted where good progress was being made.</p> <p>The areas highlighted as a concern were noted as in Level 3 Vocational and A' Level. 16-18 attendance was noted as tracking slightly below the college minimum attendance.</p> <p>Members received a report on apprenticeship achievement rates which at 51% was below the national achievement rate of 61.7%. There was a reason for this low rate related to apprentices who had been withdrawn from the college by their employer in 2020 and had been on 4-year courses. The report was noted.</p>	
6.3.3	<p>Admissions Policy The Assistant Principal for Partnership and Skills presented her report which was noted. Mrs Jenkin offered guidance on some points in the Admissions Policy. These related to the need to be specific on the grounds for appeal, and the need to follow the process of the college partner but to state that UK rules applied and would be the overriding authority. Subject to the changes being made the Admissions Policy was referred to the Board for approval. All Members were agreed.</p>	Refer to Board
6.3.4	<p>Students Union Accounts 2024/25 Members noted the Students Union accounts for the year. The report was noted.</p>	
6.4.	<p>Evaluation of Meeting Members had contributed well to the key items of business particularly in the discussions on the Quality Improvement Plan and the Curriculum Performance Update. Papers had been despatched on time and were considered sufficient to inform members decisions.</p>	
6.5.	<p>AOB (to be notified to Clerk in advance of meeting) No other business was raised.</p>	
6.6.	<p>Date of next meeting Tuesday, 25 November 2025 at 5.00pm</p>	

Meeting ended at: 6pm