

West Yorkshire Lifelong Learning Network

14–19 Steering Meeting – Higher Education Providers and Local Authorities

Minutes of the meeting held on Friday 12th February 2010

Start time 1330 hours

Finish time 1510 hours

Present: Steve Challenger, Joanne Beaumont, Jo Charlesworth, Chris Morton, Kim Somerville, Peter Swinden, Ruth Morris, Leia Bassett, Michael Cuthbert, Julia Calver, Jon Barber, Kevin Orr, Alison Hedley, Neelam Mirza, Rachel Ryan, Brian Duffy, Tracy Wilkinson and Joanna Puzo (note taker).

Apologies: Ceri Nursaw, Dave Russell, Andrew Bates, Christine Jarvis, Denis Grainger, Dave Norman, Mohan Mistry, Jonathan Higgins, Jane Goodwin, Paul Denton, Paul Sharp Jan Edge, Isabel Foster, Ann Binns and Jane Goodwin.

1. Welcome and introductions

2. Minutes

It was **RESOLVED** to approve the minutes of the meeting held on 2nd October 2009.

3. Matters Arising

Minute 4, Joanne reported that there had not been any feedback regarding the distribution of the report to school contacts. There had been 2 diploma events that had raised the profile of the report and there was a copy on the WYLLN website.

Minute 6, following the last meeting Steve had been informed by Liz that she would be leaving the DCSF. Unfortunately Liz was not able to send through the information as agreed at the last meeting before her departure. Liz's replacement is Dave Collier and Joanne will be meeting with him in early March. Local Authority members confirmed that Dave has been in contact with them and the regional DCSF/LA group is still meeting.

Minute 8, Joanne has looked into video clips as a way of communicating the diploma progression agreements but at the moment there are no plans to take this suggestion forward.

4. Update on 14-19 Diploma Progression Agreement Activities, The grid showing the allocations was tabled for information. WYLLN is allocating £140k in total across the project to partners. Joanne reminded members that an email has been sent out asking them to provide WYLLN with an update on when they anticipate the progression agreement to be completed during March. The completed grids are due into Joanna by 26th February. Steve noted the importance of the project monies being claimed this academic year.

Members gave a verbal update on the Progression Agreement status and the expected date of completion

Creative and Media

LTUC has provided an update stating that PA's are expected to be signed and completed by week commencing 15th March,

University of Leeds is on track to be completed by the end of March

University of Huddersfield and Wakefield, noted there has been a slight delay due to serious health issues but the work is now being taken forward by someone else in the team at Huddersfield.

University of Bradford – Bradford Confederations, Progression agreements are to be presented to a meeting on 9th March for signature.

Wakefield, not got a firm date but should be completed by the end of March.

Neelam noted that the University of Leeds PA has been extended to the Wakefield consortia.

Society, Health and development

LTUC aiming for this to be completed by the end of March

University of Bradford, in place and aiming to extend this into Kirklees

Kirklees LA, following a meeting with college staff the PAs should be completed by the deadline.

Wakefield, this is progressing but no firm completion date

University of Bradford – Bradford Confederations, there are 5 PAs being developed which should be completed by March

IT

Calderdale, Jan had provided an update that the PA's should be completed by the end of March.

Wakefield, were confident on completion by the end of March.

Construction and built environment

No issues were reported for this diploma line.

Joanne noted that it is important that the submission grids are completed so that the recognition panel can manage the work load. Joanne noted that it was encouraging that the work is ongoing and that the deadlines should be met. Some members felt that it had been quite challenging particularly in the current climate to ask staff to think three years ahead when there is currently a lot of uncertainty. Other members had found the process easier, Rachel noted for example that for the University of Bradford there is a clear message that diploma students are welcome and there is clear support from the Deputy-Vice chancellor.

Joanne spoke to the circulated paper which provided a draft example of how a 14-19 diploma progression agreement booklet may look. The booklet will include a list of the agreements, tariff details and case studies, with a general introduction on diplomas. The booklet will include the first five lines. Members gave their support for the booklet, and it was **AGREED** to ask partners for images. Case studies could be on individuals or courses and learner experiences. Joanne asked members of the group to contact her if they are able to assist with the booklet. Jo C reminded members that they needed to consider how learners and potential learners would be informed and how guidance practitioners will be kept informed for the IAG sessions. Kim reported that Leeds Trinity has been holding focus days for students on diplomas and find out what they can do at Leeds Trinity. LA colleagues **AGREED** to include the PA information in the area prospectus.

JB/LAs

- 5. Proposal for Advanced Apprenticeships into HE Progression Activities**, Joanne referred to the paper from WYLP (West Yorkshire Learning Providers). WYLP has been commissioned to develop progression agreements for apprentices. The project will run through to June and will raise awareness with training providers and apprentice progression into HE. A list of seminars was circulated and these can also be found on the WYLLN website. WYLP have written to their training providers including colleges to see where agreements can be arranged and WYLP will act as the broker. It is hoped that multi agreements will be developed. Joanne noted that Dave Fisher will be working with WYLP on the project Joanne noted that other LLNs have created progression modules and have had mixed outcomes.

Members noted that it was important to get school staff involved with apprenticeships. There is a barrier of being able to get into schools and to the right people that have influence with learners.

6. **Local Authority and WYLLN Partners to update on any 14-19 developments**

Joanne presented the table of diploma learner figures which are the numbers according to the DCSF. Members agreed that these figures matched the numbers within their areas. The Local authority members noted that they are asked at three points in the year to report their diploma numbers to the DCSF.

Bradford Chris reported that from September there should be 13 diploma lines offered. The numbers are healthy in all apart from two. Each line should have a cohort in level 2 although some would not have enough learners at level 3. It is currently difficult to promote the level 3 to learners and parents when there are no results to use and when progression into level 4 is still uncertain. It is anticipated that Level 3 learners will grow from level 2 learners and the feedback is that they seem to really enjoy the style of learning and are doing well.

Kirklees, Peter noted that in Kirklees the picture was the same. There were issues with the construction diploma and the level one is now not being delivered as it was difficult to keep the learners engaged. However the Level 2 are doing much better. There are also some difficulties in promoting the level 3. However there are now more schools involved as they are moving towards the entitlement. It was noted that functional skills is still a problem area of the qualification route.

Members considered that people needed to understand the difference between BTECs and 14-19 diplomas. The diplomas are more demanding and are not as practical as BTECs for example hair and beauty is about the management of a salon and not the practical side of being a hairdresser. Members considered that overall learners that complete a 14-19 diploma will be better placed and more qualified than those through A levels. There is a challenge of how to get access to the right learners that will benefit the most from the diplomas.

Wakefield, Ruth reported the numbers are slowly increasing and Wakefield will have 8 diploma lines from September. Wakefield hopes to have significant numbers at level 3. Wakefield LA was recently inspected by Ofsted on all diploma lines and there was positive feedback.

Jo C noted that the University of Bradford has been commissioned to develop a suit of interactive materials to assist learners in the transition from FE to HE and that this would be available to all WYLLN partners from July.

Kim reported that the admissions at Leeds Trinity University College have a number of advanced diploma applications which was encouraging and the offers made to those learners have been in line with offers to other level3 learners. Neelam noted however that applications to the University of Leeds from diploma learners had been of poor quality and it was clear the learners had not had appropriate guidance on how to complete the UCAS form and to sell themselves to the University.

Rachel reported that at the University of Bradford that there will be an event on the 18th March for 14-19 diploma to link with the community. It was **AGREED** that the details of this event would be forwarded to Donna for the WYLLN website and news digest.

RR

- ## 7. **Staff Development**, Joanne reported that there will be a programme circulated shortly about the forthcoming Progression Conference which is being held on 23rd April at the Royal Armoires. Joanne hoped there would be a number of stands including a 14-19 stand with the progression agreements that have been agreed.

There had been two events focussed on diplomas and Joanne asked members to consider whether another should be arranged for May time to showcase the progression agreements. Members **AGREED** this would be beneficial and could include leaflets and case studies. Joanne **AGREED** to take this forward.

JB

8. Any Other Business

Joanne noted that the WYLLN has been extended into a 4th year with a reduced team and there will be some targets towards 14-19 that will need to be monitored.

9. Date and time of the next meeting

Joanna Puzo to circulate dates in May 2010

JP