Arrangements for Obtaining the Views of Staff & Students

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1. Introduction

The college's Instrument & Articles of Government require the publication of arrangements for consulting with students and staff at the college. This is particularly with regards to the determination and periodic review of the educational character and mission of the college, as well as the oversight of its activities.

The statement below has been considered and approved by the Director of Governance, Director of People and Assistant Principal Student Experience as an accurate reflection. This procedure is published within the [Governance area of the college website](#) and on the intranet.

2. Students

The college's Student Engagement Strategy 2023-24 underpins its commitment to ensuring that student voice is at the heart of the college's quality assurance and decision-making processes and is central to providing an exceptional student experience.

Students are consulted in the following ways:

- Student surveys carried out by the college
- Learning walks and lesson observations
- Course representative feedback via Student Councils and curriculum feedback meetings, including virtual forums
- Student Union
- Student Governors

The college engages with HE students through feedback received as part of the National Student Survey, as well involvement in the above activities.

Feedback from students feeds into the college's quality assurance and review processes into the Self-Assessment Report (SAR) and the Quality Improvement Plan (QIP).

Feedback to the students is given via a *'You Said, We Did'* campaign and all decisions are explained to them.

3. Staff

The college seeks to obtain the views of staff through the following mechanisms:

- Think Tanks
- Joint Consultative Committee (JCC)
- Staff community network groups
- Annual staff survey
- Intranet (polls/pulse surveys/competitions)
- MyReview (continuous appraisal process) – team meetings & Check-Ins
- Teams channels
- Open door policy for the CEO
- College Committees
- Staff Governors
- Project groups

4. Staff & Student Governors

As per the Standing Orders, up to three Student Governors and up to four Staff Governors may be elected to the Governing Board and play a full part in the business of the Board.

Student Voice supports the facilitation of two-way communications between Board and students to assist the Curriculum, Skills & Quality Committee (as well as the Governing Board) with exploring and understanding the needs and aspirations of students, thus keeping their voice at the heart of Board decision making.

Staff Voice also provides an important mechanism for feedback, policy development and issue resolution as well as the ongoing evolution of the culture and values of the college. The annual staff voice survey results are presented to the Resources, Culture & Impact Committee and any key messages from termly Staff Think Tanks are shared, with priority focus on issues associated on recruitment, retention and staff morale.

Both Staff and Student Governors are actively encouraged to shape and influence the strategic direction of the college. They are supported through a comprehensive induction on appointment to the Governing Board, ensuring clarity on their specific roles and responsibilities. Additionally, Staff and Student Governors are able to participate in role specific networking forums and briefings led the Association of Colleges (AoC) and the Education & Training Foundation (ETF) to support their ongoing learning and development.

Further to the ongoing review of Board and Committee effectiveness, leveraging insights from the Student Voice was identified as a priority focus area within the 2022-23 Governance Improvement Plan. As such, a specific action focused on the student experience and the impact on decision making was established and overseen by the ESCG Board. This resulted in various procedural enhancements, including regular Student Governor Update Reports to the Board and the inclusion of a specific Student Impact section within cover sheets for all Board and Committee papers moving forward.