

# **POLICY FOR OBTAINING VIEWS OF STAFF AND STUDENTS**

<b>Audience:</b>	X-College
<b>Requirement:</b>	Essential
<b>Policy Owner:</b>	Director of Governance
<b>Review Delegation:</b>	Corporation
<b>Review Cycle:</b>	Every 2 years
<b>Last Review:</b>	Jan 2024
<b>Due for Review:</b>	Jan 2026

# **SOUTH HAMPSHIRE COLLEGE GROUP**

## **POLICY FOR OBTAINING VIEWS OF STAFF AND STUDENTS**

### **1.0 Statement of Principles**

The Education Act 2011 and subsequent changes to the Instrument and Articles of Government requires educational institutions to publish arrangements for obtaining the views of staff and students on the determination and periodic review of the educational character and mission of the institution and the oversight of its activities.

### **2.0 Scope**

- 2.1 The Corporation reviews the educational character and mission and takes an oversight of activities through a cycle of business that incorporates monitoring, assessment, strategic review, and planning.
- 2.2 Post merger in August 2023, a new South Hampshire College Group Strategic Plan was approved following development over several months through consultation with staff, governors, employers, and a wide range of partners and stakeholders. Staff were consulted through a series of staff briefings, development days and was the focus of the first 'all staff' Conference held in October where all staff were provided with the opportunity to vote on the College values. The new Strategic Plan approved by the Corporation in October 2023 will be widely disseminated to staff, students and partners and stakeholders as well as being available via the website and intranet.

### **3.0 Detail**

#### **Staff Views**

- 3.1 South Hampshire College Group is establishing robust cross-group procedures for engaging and consulting staff to develop understanding, receive the benefit of staff knowledge and experience and engender greater commitment to the College mission and the achievement of strategic objectives.
- 3.2 The College has in place a staff briefing structure incorporating both teaching and support staff and an all staff briefing across all sites is provided bi-termly. Other mechanisms for obtaining staff views in relation to character, mission and oversight of activities include 'pulse' staff surveys, staff focus groups, performance reviews, departmental and team meetings, joint consultative meetings, equality and diversity committee and related sub-groups and the staff intranet. Within the formal governance structure, the Resources committee receives regular reports including data on staff wellbeing, engagement and staff survey results. Governors act in key link roles with direct engagement with staff at all levels and are also involved in the self-assessment cycle.
- 3.3 The Corporation includes membership of two elected staff governors who, whilst not mandated by the staff body, may contribute their own views in relation to the strategic development and oversight aspects of their governance role.

#### **Student Views**

- 3.4 The Corporation places importance on understanding student views of the quality of their experience at South Hampshire College Group incorporating pre-entry, induction, teaching and

learning, wellbeing, safety, achievement and progression. The Group is aligning established procedures for engaging and consulting students. A cross group Learner Involvement Strategy is being developed which will articulate student involvement across all College sites to the benefit of both students and the College.

- 3.5 The views of students are obtained through various methods including specific student roles of student president and vice president, student ambassador as well as student representatives from curriculum areas. Other methods for obtaining students views include student focus groups, curriculum/course review and evaluation, lesson observations, student surveys (internal and external), equality and diversity student group. Within the formal governance structure, Curriculum & Quality Committee maintain a standard 'student voice' agenda item to ensure ongoing and regular feedback. The Committee and the Corporation work to an annual plan of 'student voice' activities coordinated by the Director of Student Experience which provide numerous ways to engage and seek the view of students, these include student videos, student question time, pizza and polling as well as other informal pre and post Corporation meeting opportunities to meet with Governors. The college use QDP surveys to benchmark student responses, these surveys are undertaken twice yearly, once following induction and a second survey towards the end of the academic year.
- 3.6 The Corporation includes membership of up to 3 student governors (usually Student Presidents from each College are nominated) who whilst not mandated by the student body may contribute their own views in relation to the strategic development and oversight aspects of their governance role.
- 3.7 Please note that the above methods for staff and student engagement are not exclusive and will be kept under review. As other media and technology develops, alternative and additional means of consultation may be considered and introduced.