



**EDUCATIONAL OVERSIGHT INSPECTION OF PRIVATE FURTHER  
EDUCATION COLLEGES AND ENGLISH LANGUAGE SCHOOLS**

**MONITORING VISIT**

**LONDON BROOKES COLLEGE**

Full Name	<b>London Brookes College</b>
Address	40-42 The Burroughs, Hendon, London, NW4 4AP,
Telephone Number	0208 202 2007
Email Address	info@londonbrookescollege.co.uk
Vice Principal	Ms Sandra Poulton
Principal/Proprietor	Ishtiaq Ahmed
Age Range	16+
Total number of students	64
Numbers by age and type of study	Under 18: 16 18+: 48
Inspection date	<b>13 May 2014</b>

## PREFACE

This inspection report follows the Framework for Educational Oversight Monitoring Visits and Extended Monitoring Visits of private further education colleges and English language schools. The focus of the visit is to confirm that the quality standards reported at the last full inspection are being maintained.

The ISI is an approved Educational Oversight body authorised by the Home Office to inspect privately funded further education colleges and English language schools in England and Wales offering courses on the Qualifications and Credit Framework. It is designed to improve the quality of education on offer to international students who attend UK colleges through Tier 4 of the points-based system for student visas.

ISI inspections are required to:

- Report on the extent to which colleges comply with the published Educational Oversight Standards;
- Assess and report on the quality of educational outcomes and provision;
- Where applicable, make recommendations outside the scope of the Standards to support continued improvement of quality.

Inspection provides objective and reliable reports on the quality of colleges, and by placing reports in the public domain, makes this information available to students, Government and the wider community. Inspection takes account of the context of each individual college, and of how it evaluates its own performance and demonstrates its success.

The inspection of the college is from an educational perspective and provides limited inspection of other aspects, though inspectors will comment on any significant hazards or problems they encounter which have an adverse impact on students. The inspection does not include:

- (i) an exhaustive health and safety audit;
- (ii) an in-depth examination of the structural condition of the college, its services or other physical features;
- (iii) an investigation of the financial viability of the college or its accounting procedures;
- (iv) an in-depth investigation of the college's compliance with employment law.

A monitoring visit is for those colleges found at the last inspection to have met or exceeded the Standards for Educational Oversight. Inspectors will make judgements on progress against any action points and recommendations made at that time. The inspection will not examine all other Standards in detail but will sample to confirm that previous Standards have been maintained and that there are no contrary indicators to those quality judgements.

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## 1. CHARACTERISTICS AND CONTEXT

- 1.1 London Brookes College is an independent sixth-form college based in Hendon, North London. The proprietor is also the principal and is supported by five governors and a board of directors. Academic leadership is undertaken by the vice principal. Established in 2008, the school provides A-level, AS and GCSE courses in core academic subjects for students intending to progress to university. Students join the college annually in September. All students are interviewed and assessed prior to commencement of their studies. The college aim is to provide every student with the skills, knowledge and understanding to achieve their full potential.
- 1.2 At the time of the inspection there were 64 students enrolled. The majority of students are British and others come from China, Africa, Europe and Asia. All international students speak proficient English as their second language. The gender mix is equal. There are 16 students under the age of 18. Sixteen students are studying on Tier 4 visas. There are no students requiring support for special educational needs and/or disabilities (SEND).
- 1.3 The college was inspected on 30 April 2013 and was judged to meet all the Key Standards for private further education colleges and quality was judged to be good. The college was judged to meet expectations.
- 1.4 The recommendations from the previous report are:
  - Put an appropriate safeguarding policy and procedure in place.
  - Review systems and procedures for health and safety on a regular and timely basis.
  - Maintain staff files consistently in line with the college's policy.
  - Link staff appraisals more closely to the college's standards for teaching and learning.

## 2. SUMMARY OF FINDINGS

- 2.1 **The language school meets expectations.** At the previous inspection of 30 April 2013 the college was found to meet expectations and the quality of education as judged at that time has been maintained.
- 2.2 The quality of the curriculum, teaching and learners' achievements is good. Initial assessment is thorough. Teaching is good. Staff are highly qualified and the curriculum is well designed to meet student requirements. Academic support in one-to-one lessons effectively reinforces main stream classes where necessary. English language support is effective. Science practical facilities are limited and do not allow for a broad experience of applied science. A lack of media resources restricts teaching activities. The courses offered meet Home Office requirements for students studying on Tier 4 visas.
- 2.3 Students' welfare, including health and safety, is good. Pastoral support and guidance towards university entry is very effective. An engaging social programme ensures a positive experience for students. A strong college ethos of commitment to study helps students achieve. The college has made good progress in implementing an effective safeguarding policy and procedures for students under 18. Attendance monitoring is very good and the college meets requirements for registration and reporting.
- 2.4 The effectiveness of governance, leadership and management is good. The proprietor and senior team work effectively together to provide clear leadership. Good progress has been made in regularly reviewing health and safety procedures. Quality assurance is effective. The college has made good progress in implementing a structured appraisal process effectively linked to staff development planning. Good progress has been made in maintaining detailed and comprehensive staff files. Collection of data is efficient and is used well to monitor the college's performance, though comparisons of the results of different groups of students are not made. Self-assessment is thorough and includes a detailed development plan.

### **3. THE QUALITY OF THE CURRICULUM, TEACHING AND LEARNERS' ACHIEVEMENTS**

- 3.1 The quality of the curriculum, teaching and learners' achievements is good. All Key Standards continue to be met.
- 3.2 Initial assessment is thorough. Detailed interviews evaluate applicants' motivation as well as their previous qualifications, so ensuring they are placed on suitable courses. Appropriate care is taken that the academic subjects selected form a coherent programme and are appropriate for students' higher education plans. Subject tutors are made aware of initial assessment performance and closely monitor students' progress at the start of their course. The facility for course change following tutor recommendation further ensures students are studying the correct subjects at the right level.
- 3.3 The curriculum is good. The college has accurately identified examination subjects and boards that best suit students' progression to university. By focusing on academic A-level and GCSE subjects including English, mathematics and the sciences, the curriculum effectively meets student requirements. Carefully diagnosed English language support needs and extra one-to-one subject tuition, provided where necessary, contribute to students' good achievement.
- 3.4 Teaching is good. Highly qualified and knowledgeable teachers deliver well planned lessons. Teachers explain concepts clearly and take care in assessing students' understanding through well-directed questioning. In the large majority of classes students are responsive and contribute well. Good course planning allows time for thorough revision and examination preparation. Consequently students gain confidence and results are good. A lack of media resources restricts the range of teaching activities in a few classes and the limited science practical facilities impede a broader experience of applied science.
- 3.5 Ongoing assessment and recording of students' progress is thorough, and detailed feedback enables students to improve. Progress is discussed in regular tutorials so students are fully aware of their strengths and weaknesses. Effective involvement with parents through regular written reports and scheduled parents' evenings reinforce monitoring of progress.
- 3.6 A high proportion of students proceed to university. Success rates in public examinations are satisfactory and in line with national benchmarks. Most students complete the course for which they enrolled.
- 3.7 The courses on offer meet Home Office requirements for international students on Tier 4 visas.

## 4. STUDENTS' WELFARE, INCLUDING HEALTH AND SAFETY

- 4.1 Students' welfare, including health and safety, is good. All Key Standards continue to be met.
- 4.2 The recommendation in this area from the previous inspection report is:
- Put an appropriate safeguarding policy and procedure in place.
- 4.3 Good progress has been made in meeting the recommendation. Effective measures including Disclosure and Barring Service (DBS) checks for all staff held in a central register, appropriate staff training and the appointment of two safeguarding officers ensure the college is meeting requirements. Implementation of the policy is regularly reviewed in management meetings so that a high profile for safeguarding issues is maintained.
- 4.4 Health and safety arrangements are good. Regular safety checks are recorded. Fire safety measures and the maintenance of electrical equipment are rigorous. Security arrangements are appropriate. A trained fire marshal and first aider are always on site, further ensuring student safety. The premises are of an appropriate size for the number of students and have sufficient washrooms.
- 4.5 The college has high expectations of student punctuality, behaviour and attendance. Registration is extremely rigorous and student admission and attendance records are maintained accurately. Students are contacted immediately they are absent and if appropriate their parents are informed. The senior management team personally intervene where attendance is not satisfactory thus encouraging appropriate motivation in students. The college has effective arrangements in place to make the necessary reports to the Home Office when a student fails to enrol or discontinues study and does not fulfil the Home Office requirements for attendance.
- 4.6 Arrangements for pastoral support for students are good. An effective system whereby every student has a mentor who liaises closely with subject tutors ensures that students are well looked after. Students are well supported by the strong emphasis on providing individual attention, both in terms of imparting praise and in insisting on a commitment to study.
- 4.7 Induction is thorough, including detailed health and safety information. Inventive and interesting social activities, which include guitar, art and computer coding lessons and sporting activities using local university facilities, provide an enjoyable experience for most students.
- 4.8 Guidance for progression to higher education is very good. An experienced senior member of staff assists every student individually throughout the university application process. As a result students' increased confidence contributes to their obtaining offers of places at their chosen universities.

## 5. THE EFFECTIVENESS OF GOVERNANCE, LEADERSHIP AND MANAGEMENT

- 5.1 The effectiveness of governance, leadership and management is good. All Key Standards continue to be met.
- 5.2 The recommendations in this area from the previous inspection report are:
- Review systems and procedures for health and safety on a regular and timely basis.
  - Maintain staff files consistently in line with the college's policy.
  - Link staff appraisals more closely to the college's standards for teaching and learning.
- 5.3 Good progress has been made in meeting the first recommendation. All policies and procedures relating to health and safety are detailed, comprehensive and reviewed annually. Health and safety is a standing item in regular management meetings further ensuring that arrangements are up-to-date.
- 5.4 Good progress has been made in addressing the second recommendation. Staff files are comprehensive and detailed and contain all the required information including references and detailed pre-employment documentation.
- 5.5 Good progress has been made in addressing the third recommendation. A well-defined appraisal cycle includes lesson observations closely linked to staff development, and focuses effectively on self-assessment and target setting.
- 5.6 The governors, board of directors and senior management team work well together to provide efficient oversight, strategic planning and leadership of the college. Staff recruitment is good. Self-assessment is thorough and provides the basis for a detailed development plan and quality assurance calendar.
- 5.7 An effective management information system provides all necessary data to accurately monitor the attendance, punctuality and progress of students. From the data collected improvement targets are effectively set and monitored but full use of the system is not being made to compare the achievement of different groups of students.
- 5.8 Quality monitoring is good. New staff assume high levels of responsibility and are strongly supported by senior teachers, so they develop well. The structured observation process enables systematic staff development planning. The college pays good attention to student views and responds effectively.

## **6. ACTIONS AND RECOMMENDATIONS**

The college has maintained the good quality found at the last inspection.

### **Recommendations for further improvement**

In order to further improve the good quality provided, the college should:

- Improve science practical facilities to increase opportunities for students to develop applied science skills.
- Make further use of the management information system to monitor and compare the progress of different groups of students.
- Provide sufficient and appropriate media resources to increase the range of teaching activities.

**INSPECTION EVIDENCE**

The inspectors observed lessons, conducted formal interviews with students and examined samples of students' work. They held discussions with senior members of staff and with the proprietor. The responses of staff and students to confidential pre-inspection questionnaires were analysed, and the inspectors examined regulatory documentation made available by the college.

Ms Jane Beeson	Lead Inspector
Mr Peter Wood	Team Inspector