



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

MONITORING VISIT

LONDON BROOKES COLLEGE

Full Name	London Brookes College
Address	40-42 The Burroughs, Hendon, London, NW4 4AP
Telephone Number	0208 202 2007
Email Address	info@londonbrookescollege.co.uk
Website	www.londonbrookescollege.co.uk
Principal	Mr Ishtiaq Ahmed
Proprietor	Mr Ishtiaq Ahmed
Age Range	15+
Total number of students	81
Numbers by age and type of study	16-17: 33
	18+: 48
	FE only: 81
Inspection date	28 April 2015

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 in Hendon, London and was established in 2008. The governing structure includes an independent Board of Governors who have an academic focus of whom two members are students and a Board of Directors with a business focus. The proprietor of the college is the principal and with the senior management team they manage the day-to-day operations.
- 1.2 The aim of the college is to provide every student with the skills, knowledge and understanding to achieve their full potential.
- 1.3 The college offers AS and A2 level and GCSE in core academic subjects for students intending to progress to university. Students join the college annually in September. All students are assessed and interviewed prior to being enrolled. 10 students are studying on a Tier 4 visa.
- 1.4 At the time of the inspection 81 students were enrolled, the majority of which are over 18 years. The majority of students are male and the vast majority are from the UK, with the remainder from a wide range of countries. Only four students do not have English as a first language. No students have been identified with special educational needs and/or disabilities (SEND). Selection is based on an interview, review of previous examination results, student motivation and future ambition.
- 1.5 The school was last inspected on the 13 May 2014 when it met all key standards and the quality of education was judged to meet expectations.
- 1.6 The recommendations from the previous report are to:
 - 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.

2. SUMMARY OF FINDINGS

- 2.1 **The college meets expectations.** At the previous inspection of 13 May 2014 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 prior to student's arrival in the college is thorough. Teaching and learning are good or better with detailed planning of lessons where students progress well in their learning. Individual needs of students are met effectively. Students are supported well by regular assessments and constructive written and oral feedback. The new laboratory and science resources support practical classes very well. Attainment is high and confirmed by internal assessments and observations. However there are insufficient opportunities for students to review their progress with their tutor. Courses meet the needs and language capabilities of the students and meet Home Office requirements for Tier 4 students.
- 2.3 Students' welfare, including health and safety, is good. The college undertakes all necessary measures to ensure the health and safety of staff and students. The college premises are fit for purpose and secure. Classrooms are resourced with suitable furniture and there is sufficient access to computing facilities. Admission and attendance registers are accurately maintained in accordance with Home Office requirements and attendance is good. Pastoral support is satisfactory. Relationships between students and staff good. Students appreciate the support they receive for personal issues and university applications. However a social enrichment programme and careers advice is under-developed. The college has implemented policies for safeguarding and e-safety effectively for the welfare and safeguarding of students who are under 18 years.
- 2.4 The effectiveness of governance, leadership and management is good. The college is well managed providing a clear direction and ensuring high quality education. The college has invested well in the development and implementation of new science and media resources which are now good. Effective use is made of the new management information system to produce helpful reports. Quality assurance mechanisms are strong and are used very effectively to ensure that required improvements are made. An appropriate lesson observation and appraisal system is in place and provides helpful feedback on teacher's performance and students learning. Management is effective in recruiting well qualified and experienced staff.

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 The college's educational purpose is very clearly stated on their website and planning clearly reflects these aims. Courses are well matched to students' needs and are in accordance with those detailed on the website. Courses meet Home Office requirements for Tier 4 students.
- 3.3 Initial assessment is thorough. The online pre-arrival interview, review of previous qualifications and assessment of language skills enables the college to place students on courses which suit their interests and needs. As a result, students report favourably that they are enrolled on the appropriate course and that this enables them to progress and achieve their goals. Effective language support is given to students who need it.
- 3.4 Teaching is good or better with teachers being experienced subject specialists. Lessons are well planned and structured with clear goals that students understand. Students are prepared well for their examinations. For instance during inspection students were successful in understanding and using assessment criteria in an imaginative activity. Teachers explain clearly using questioning well. Teachers are enthusiastic and delivery is supported by clearly structured work on the board. Individual needs of students are well met, for instance through extension work which is used effectively for more able students. Students gain confidence through the development of analytical skills and the understanding of the requirements of examination questions. The new science laboratory with resources supports practical classes very well. Updated and extended computer resources ensure all students have sufficient access to technology for their learning.
- 3.5 Assessment of students work is good. Work is marked and returned efficiently with constructive comments for improvement. Regular testing and feedback ensures students make the required progress on their course and are confident of achieving their desired aim. The college has developed an effective procedure for marking and monitoring work using the new management information system which includes target grades used for monitoring of progress. Helpful one to one sessions are available if the teacher identifies that a student needs support, however these are not regular or formal. Parents are informed regularly about their student's progress.
- 3.6 Progress and attainment are good. Students are very well educated in line with the college's aims and course aims both of which support their aspirations to progress mainly to higher education. They develop good skills and understanding of their chosen branch of study. Achievement is good with very few withdrawals from courses. The college effectively monitors the A level results against the national averages and uses this analysis in the self-evaluation report.

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 Health, safety and security of the premises are good. Policies show clear responsibilities for the key aspects of health, safety and underpin suitable day-to-day practice at the college.
- 4.3 The college works effectively to avoid risks of fire and other hazards in the building. Regular practice evacuations take place and are appropriately recorded. Managers keep accurate records on fire procedures and equipment checks and there are clear safety signs throughout the building. An appropriate number of trained fire marshals are in place to cover the premises. Fire protection equipment is properly sited and regularly checked.
- 4.4 The policy and provision for first aid is good and an appropriate number of qualified first aiders are present on the site at all times. First aid kits are well stocked.
- 4.5 The premises are fit for purpose and secure and have sufficient washrooms. Classrooms are in reasonable decorative order with suitable furniture. The college is not accessible for students in wheelchairs.
- 4.6 The college maintains accurate admissions and attendance registers which are recorded electronically. Attendance is good with effective systems in place for chasing absentees. The college thoroughly understands the requirements regarding Tier 4 students and has an effective system in place to deal with non-attendance, though no student has had to be reported.
- 4.7 Pastoral support is satisfactory. However, it relies on the small size of the college and good informal relationships between students and staff. Individual students discuss personal or pastoral issues with a staff member if they need to, however they were not aware that they were assigned to a specific tutor. Relationships between students and with staff are positive and they are happy at the college.
- 4.8 Helpful support is given to students during the university application process but students reported that there was no formal careers guidance other than informal one to one meetings with their teacher. Social and enrichment activities are limited and few trips have taken place.
- 4.9 The college has appropriate policies for safeguarding and e-safety and has effectively implemented the requirements for the welfare and safeguarding of students who are under 18 years. As a result students stated that they felt safe within the college.

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 from the previous report are to:
- 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.
- 5.3 Excellent progress has been made in relation to the first recommendation. The new science laboratory have been designed and implemented well with a wide range of equipment. Chemistry, biology and physics practical lessons use these resources effectively and students develop applied science skills well.
- 5.4 Good progress has been made in relation to the second recommendation. A new electronic management information system has been installed for recording student's attendance and assessments. The college has used this data well to produce a range of reports including progress of different groups of students and is developing its use further.
- 5.5 Good progress has been made in relation to the third recommendation. The college has upgraded and extended their media resources. Computers are now available for class use or for drop-in use by students. Students confirm they now have sufficient access to computers. The new laboratory has a projector linked to the college network which other classes book when they need the facility. As a result teachers have been able to extend their range of teaching activities.
- 5.6 The effectiveness of governance, leadership and management is good. The governors and proprietor provide very effective oversight of the college in line with its aims and fully discharge their responsibilities for educational standards. The proprietor, who is also the principal, is very effective in discharging responsibilities for welfare, health, safety and security. He also ensures the sufficiency of resources by robust financial management.
- 5.7 Management structures and responsibilities are clear. Communication between the principal and senior managers is effective and relationships are good. The operations director is successful in coordinating a highly detailed self-evaluation report and the development plan sets clear priorities. These are monitored regularly and improvements are very evident. Managers provide good educational direction as reflected in the quality of education and the care of the students.

- 5.8 All teaching staff are well qualified vocationally and very experienced teachers. A comprehensive range of policies are in place which effectively support the college's aims and objectives and all the appropriate legal permissions in place. The college does not have a fee protection scheme.
- 5.9 Quality assurance procedures are good with a wide range of quality assurance mechanisms in place, which are scheduled on the annual quality cycle. The self-evaluation process is rigorous and effective in making valid and evaluative judgements with appropriate areas for improvement. This self-evaluation is closely aligned to the inspection standards and results in a realistic evaluation of the provision overall, including achievements.
- 5.10 Observation reports of teaching and learning focus well on learning and give helpful feedback to teachers. These reports inform the annual appraisal meeting well where staff performance is reviewed against objectives and new targets set.
- 5.11 The college values feedback from its students. The student representative system is effective and the college responds well to student requests. For example, the college changed the type of chairs used in classrooms following a request by the student representatives.
- 5.12 Staff recruitment procedures are good. Record keeping and the systematic approach to carrying out checks are carefully recorded and filed. All staff have DBS certificates and the college maintains an accurate central record of these.
- 5.13 Provision of information is good. The college website has detailed with useful information for students. During the inspection, the college provided a range of information required by the inspectors to support them in carrying out the educational oversight inspection.

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:

- provide students with regular formal individual reviews of their progress so they receive helpful feedback and targets for improvement
- ensure effective systems are in place so that students receive consistent pastoral support particularly on personal issues from their tutor
- implement a structured programme of enrichment activities and careers advice to enable students to make informed decisions about future courses and career opportunities.

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.

Inspectors

Mrs Prue Amner	Lead Inspector
Mr Brian Giddings	Team Inspector