



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

LONDON BROOKES COLLEGE

(Company registration no. – 6683232)

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Website	www.londonbrookescollege.co.uk		
Principal	Mr Ishtiaq Ahmed		
Proprietor	Mr Ishtiaq Ahmed		
Age Range	14+		
Total number of students	46		
Numbers by age and type of study	Under 16:		07
	16 – 18		18
	18+:		21
	FE only:		46
Inspection dates	14 – 16 March 2023		

PREFACE

This inspection report follows the Framework for Educational Oversight of private further education colleges and English language schools. The inspection consists of a three-day team inspection of the institution's educational provision.

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.

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1. CHARACTERISTICS AND CONTEXT

- 1.1 London Brookes College (LBC) is a non-selective private sixth-form college situated in Hendon, north London. Established in 2008, it is a family owned, not-for-profit charitable trust. The college aims to provide every student with the skills, knowledge and understanding to achieve their full potential. Overall governance is provided by a board of governors. The principal, who is also the proprietor, is supported by a board of directors, the vice principal and the senior management team.
- 1.2 The college offers IGCSE and A-Level course, across a range of subjects. The college also offers private tuition classes and acts as an examination centre for private exam candidates. LBC also offers higher national certification and diploma (HNC/D) courses in business at levels 4 and 5, accredited by Pearson. No students were enrolled on these courses at the time of inspection.
- 1.3 Enrolment for IGCSE and A-level courses is in September. All students are interviewed and assessed before acceptance. Admission to the college is based upon students' previous academic achievement, attitude, ambition and motivation. International students must demonstrate a minimum International English Language Testing System (IELTS) score of at least 5.5 or IGCSE in English Language at grade C or above, in order to ensure that they can meet the demands of the course.
- 1.4 At the time of inspection, 46 students were enrolled at the college. The majority are under 18. There are slightly more female students than male. Most students come from the United Kingdom (UK) and have English as their first language. Four students were attending the college on Student visas. No students have been identified as having additional learning needs or disabilities.

2. SUMMARY OF FINDINGS

- 2.1 **The college exceeds expectations for the quality of education.** At the time of the inspection, all Standards for Educational Oversight were met and quality is excellent.
- 2.2 The quality of the curriculum, teaching and learners' achievements is excellent. Students are very well educated in accordance with their objectives and the college's aims. A wide curriculum is offered, very well organized, flexible and is highly effective in meeting the needs of the students and providing clear progression routes into higher education. Courses on offer to students on Student visas meet the definition of an approved qualification, as set out in the Home Office guidance. Initial assessment prior to, and on arrival, is good and accurately places students on the most appropriate course in accordance with their abilities and future aspirations. Teaching is excellent. Teachers are experienced, well-qualified and have excellent subject knowledge. They plan well, with a wide range of teaching and learning methods used to deliver engaging and challenging lessons and to motivate and keep the students' interest. As a result, students make excellent progress across the range of courses given their starting points. Regular assessments are used effectively to check student progress and to provide teachers with up-to-date information to ensure that they effectively plan to meet students' needs. Overall, students' achievement and attendance are excellent and punctuality good.
- 2.3 Arrangements for the health, safety and welfare of students are excellent. Health and safety is well managed, monitored, with effective oversight ensuring that any issues are quickly addressed. The colleges' premises are fit-for-purpose, well-maintained and provide a safe and comfortable environment for students to learn and staff work. Detailed health and safety policies and procedures are implemented effectively and regularly reviewed. Fire precautions, drills and evacuations are systematically undertaken and are clearly understood by all students and staff. Student registration and attendance records are accurate, very well managed and staff are highly effective in monitoring attendance and taking necessary action. Procedures for reporting to the Home Office are secure. Pastoral support is excellent and provides a high level of support and guidance in accordance with the college's aims. Comprehensive arrangements are in place for the safeguarding of students under the age of 18, which reflect official guidance. Students report that they are happy, safe and extremely well supported.
- 2.4 The effectiveness of governance, leadership and management is excellent. The boards of governors provide excellent oversight and discharge their responsibilities well for financial planning and investment in the future. A clear vision for the college is shared by senior leaders and teachers, who work very well together for the good of the students. An appropriate management structure, with clear roles and responsibilities, ensures that the college is very well run and that it meets all its legal obligations. Leadership and management are excellent and have resulted in improvements in the quality of education, safeguarding and staff recruitment procedures. There is effective communication between managers and other staff.

Policies and procedures are well defined, appropriate and regularly reviewed. Quality assurance is good. Managers are effective in monitoring the college's performance and identifying priorities for improvement. An appropriate process of self-assessment and evaluation effectively informs improvement planning and ensures that the necessary resources are in place to meet the changing needs of the college. Teacher appraisals, which include lesson observations, are conducted annually and have led to improvements in the quality of teaching and learning. However, formal appraisals for administrative staff are not regularly undertaken. Procedures for the recruitment of staff are in accordance with legal requirements, with all appropriate checks undertaken.

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

3.(a) Assessment of students prior to or on arrival

- 3.1 The assessment of students prior to and on arrival is good. Clear entry criteria are used very effectively to provide accurate and appropriate advice and guidance to prospective students. On arrival, students undergo a comprehensive assessment programme, including an interview with the principal or senior manager, to ensure they have the appropriate level of ability for their selected programme of study. As a consequence, initial assessment is highly accurate and withdrawals from programmes are very low. Students report that they are very satisfied with their placements.
- 3.2 Regular assessment and tutorials effectively identify any issues that students may have with the demands of their chosen courses. Teachers make excellent use of this information to monitor each student's progress, guide their lesson planning and provide any necessary support or guidance.
- 3.3 High quality information, advice and guidance are made available to students through the college website. The website is detailed, professional and includes accurate information about the college, its premises and the curriculum on offer. Students confirm that they are highly satisfied with the pre-enrolment advice they receive.

3.(b) Suitability of course provision and curriculum

- 3.4 The suitability of course provision and curriculum is excellent. Students are well educated in accordance the college's aims and their needs and future aspirations. The curriculum is broad, carefully planned and provides students with excellent progression opportunities into higher education. As a result, retention on all courses is high, with almost all students completing their programme of study successfully.
- 3.5 The courses on offer to students on Student visas meet the definition of an approved qualification as set out in Home Office guidance. Courses match those listed on the website and in other marketing materials.

3.(c) The quality of teaching and its impact on learning

- 3.6 The quality of teaching and its impact on learning is excellent. Detailed planning, together with an extensive understanding of the needs of their students, allows teachers to successfully plan lessons to meet individual learning needs and effectively challenge students. Teachers use a wide range of effective learning activities and resources which engage and motivate students. As a result, students make high levels of progress in relation to their ability and starting points.

- 3.7 Teachers are well qualified, experienced and have an excellent knowledge and understanding of their subject. Relationships at all levels are excellent and highly productive, with teachers and students working very well together to achieve clear learning aims and objectives. Lessons are well paced and provide excellent opportunities for students to participate. Teachers ask well-directed questions that prompt students to think and respond successfully. Students work well in groups, showing good co-operative learning.
- 3.8 Teachers readily offer individual help and support to ensure high levels of subject skills, knowledge and understanding are developed. Lessons address the needs of students through tasks designed to meet their varying abilities. The high expectations of teachers ensure that all students are consistently challenged and well supported to meet their learning goals.
- 3.9 Teaching effectively promotes fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. It encourages respect for other people including those with the protected characteristics set out in the Equality Act 2010.
- 3.10 Assessment is regular and thorough, accurately identifying strengths and weaknesses in students' progress and highlights areas for improvement. Feedback to students is positive, encouraging and accurate. It clearly identifies areas for improvement. Students are encouraged to continue their learning outside of lessons, with regular setting of homework. As a result, students effectively develop their confidence and independence.
- 3.11 Arrangements for tracking students' progress are excellent. The progress of each student is very carefully tracked, allowing students, teachers and managers to monitor their progress effectively. Tutorials are held regularly and effectively support students to review their progress.

3.(d) Attainment and progress

- 3.12 Progress and attainment are excellent. Students receive an excellent education which reflects the aims of the college. They quickly master and build confidence in their subjects, demonstrating high levels of knowledge and understanding. The evidence from lesson observations and scrutiny of work shows that the overall standards being reached are excellent, and that outcomes are high in relation to the students' starting points. Nearly all students successfully progress onto higher education courses at their chosen university. Attendance levels and punctuality are excellent.

4. STUDENTS' WELFARE, INCLUDING HEALTH AND SAFETY

4.(a) Health, safety and security of the premises

- 4.1 Arrangements for the health, safety and security of the premises are excellent. A comprehensive range of detailed policies and procedures ensure the health and safety of students and staff. The buildings are fit-for-purpose, secure and well maintained. Classrooms are spacious, light and well furnished. All electrical equipment is tested regularly as required. Toilet facilities are adequate in number and appropriately maintained. Security arrangements are excellent. As a result, students report that they feel safe, secure and comfortable.
- 4.2 All necessary measures are taken to reduce risk from fire and other hazards. A detailed health and safety policy ensures that all responsibilities are appropriately allocated and known to staff and students. Up-to-date general and fire risk assessments are carried out with clear follow-up actions which are regularly reviewed. An appropriate number of trained fire marshals and first aiders are in place as well as first aid kits and accident books. Fire action notices are clearly displayed and fire exits are well signposted. Fire protection equipment is properly sited and regularly checked. Regular fire drills are carried out which are well recorded. Free drinking water is readily available throughout the college. Staff and students report that they are aware of their responsibilities and have received appropriate health and safety training.
- 4.3 Proper provision is made for students who are ill or injured. Due to the age of the college building and its listed status, it is not accessible by wheelchair users or students with mobility difficulties. This is made aware to all prospective students.

4.(b) Student registration and attendance records

- 4.4 Arrangements for student registration and the recording of attendance are excellent. Detailed admission procedures are in place and properly observed. A central register is accurately maintained and individual student files contain all required information.
- 4.5 Daily attendance is accurately recorded and very closely monitored, with all unexpected absences followed up the same day. Relevant staff have a clear understanding of Home Office requirements regarding the enrolment and attendance requirements for students who are studying under Student visa arrangements. Accurate student records are maintained on the college's database.
- 4.6 Clear policies and procedures are in place for the collection and refund of student fees and deposits. The policy is fair and applied consistently.

4.(c) Pastoral support for students

- 4.7 Pastoral support for students is excellent. Highly effective personal support and guidance is provided by staff in accordance with the students' needs. A detailed induction, and well-developed system of progress reviews and attendance reports,

ensures that students' personal and academic development is regularly and appropriately reviewed. Consequently, students know who to go to if they have a personal problem and feel confident to approach members of staff for help.

- 4.8 Relationships between staff and students and amongst the students themselves are outstanding, with a very strong culture of mutual respect, integration and tolerance. A wide range of policies and procedures reinforce this culture and the expectations of behaviour and conduct. The college has clear anti-bullying and harassment policies and procedures, and students report no instances of such behaviour. Replies to the pre-inspection questionnaire, and meetings with students, show that they are highly supportive of the college and feel that the college is providing them with a safe and comfortable environment which is highly effective in meeting their learning needs. As a result, they would highly recommend the college to others.
- 4.9 Comprehensive careers advice ensures that students are very well prepared for further study choices and life beyond the college. Students participate in an appropriate range of enrichment and social activities which effectively enhances their learning.

4.(d) Safeguarding for under 18s

- 4.10 Safeguarding arrangements for students under the age of 18 are excellent. The arrangements follow the current national statutory guidance for the safe recruitment of staff and maintenance of associated records. A detailed and appropriate safeguarding policy is effectively implemented. Disclosure and Barring Service (DBS) suitability checks have been completed and recorded for all relevant staff. The central record of safeguarding checks is accurate and complete. All staff have received appropriate training in safeguarding. An appropriately trained child protection officer is in place and guidance on e-safety and measures to prevent extremism and radicalisation are appropriately considered and addressed.

5. THE EFFECTIVENESS OF GOVERNANCE, LEADERSHIP AND MANAGEMENT

5.(a) Ownership and oversight

- 5.1 Governance and oversight are excellent. The principal, with the board of directors, provides highly effective oversight. They have a clear focus on supporting students and ensuring that the college meets its obligations with regard to safeguarding and staff recruitment; including all statutory duties in respect of students under the age of 18 years. They effectively monitor performance and provide excellent support to staff to develop high academic standards. The educational direction of the college is clear and fully understood by staff. Policies and procedures are well developed, regularly reviewed and effectively contribute to the quality of education and the care of students. However, a Staff Whistleblowing policy is not available. Relationships between the proprietor, managers and staff are excellent, who work very well together for the good of the students.
- 5.2 Financial management is well-developed. Detailed financial planning, and excellent investment in staff, premises and resources, effectively contributes to the success of the college and its provision. All necessary legal permissions are in place for the use of the premises, including relevant insurances and licenses. The college is highly successful in securing and retaining well-qualified staff.

5.(b) Management structures and responsibilities

- 5.3 Management structures and responsibilities are excellent. The quality of leadership and management is excellent and has resulted in improvements in the quality of education, safeguarding and staff recruitment procedures. Leaders are highly successful in sharing the organisational vision with staff and all decisions and actions consider the impact on the student experience and their needs.
- 5.4 A clear management structure ensures that policies and procedures are effectively implemented and monitored. The structure operates well and provides clearly defined roles and responsibilities and excellent lines of communication. Replies to the pre-inspection questionnaire and meetings with staff show that are very supportive of the college.

5.(c) Quality assurance including student feedback

- 5.5 Quality assurance including student feedback is good. Managers are successful in identifying priorities for improvement. The self-evaluation process is well developed, and results in a clear and realistic analysis of strengths and areas for development. Student feedback is regularly and systematically collected. This feedback is effectively analysed, shared with staff and managers, and used regularly to inform teacher development, academic action planning and the identification of college priorities. Student performance data is available and effectively summarised to ensure key issues are highlighted for leaders and managers.

- 5.6 Teacher appraisals, which include lesson observations, are conducted annually and have led to improvements in the quality of teaching and learning. However, formal appraisals for administrative staff are not regularly undertaken.
- 5.7 The complaints procedure is clear and appropriate. Complaints are few and students confirmed that they are aware of the policy.

5.(d) Staff recruitment, qualifications and suitability checks

- 5.8 Staff recruitment, qualifications and suitability checks are excellent. An appropriate recruitment policy ensures that well qualified and experienced staff are recruited. All required recruitment checks have been carried out in a timely manner and appropriately recorded. The process to validate references and qualifications is excellent, with due regard to statutory requirements concerning the identity of staff. A comprehensive central record is maintained and monitored by senior staff.

5.(e) Provision of information

- 5.9 The provision of information is excellent. The website is clear and user-friendly. Prospective students are able to access accurate and highly relevant information to inform their study choices.
- 5.10 The college was very responsive in providing information for the inspection in a timely manner.

6. ACTIONS AND RECOMMENDATIONS

Recommendations for further improvement

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

- Ensure that all staff has formal appraisals.
- Ensure that a Staff Whistleblowing policy is in place.

INSPECTION EVIDENCE

The inspectors observed lessons and conducted formal interviews with students. They held discussions with senior members of staff and the proprietors' and attended registration sessions. 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

Dr Nigel Chambers	Lead Inspector
Mr Saul Hyman	Team Inspector
Mr John Rooney	Team Inspector