



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

MONITORING VISIT

ROXBY TRAINING SOLUTIONS LIMITED

(Company Registration no. - 07206012)

Full Name	Roxby Training Solutions Limited
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Telephone Number	01642438700
Email Address	j.dean@roxby.com
Website	www.roxby.com
Principal	Ms Joanne Dean
Proprietor	Mr David Sumpter Mr Geoffery Fulcher
Age Range	18+
Total number of students	15
Numbers by age and type of study	18+: 15 FE only: 15
Inspection date	20 June 2017

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 Roxby Training Solutions is a private engineering training college operating over two sites, with its main premises being located in Stockton-On-Tees, Cleveland and an additional facility in Stallingborough, North East Lincolnshire. Founded in 2010, the college has two directors who provide governance and general oversight. It is led by a general manager, who reports to the two directors. The college's mission is to provide top quality training, so that learner's can reach their full potential in a challenging and stimulating learning environment.
- 1.2 The college provides a range of courses and training in mechanical, electrical, CompEx/hazardous areas, instrumentation and health and safety. Programmes range in duration from one day refresher courses to 26 week-long training courses.
- 1.3 At the time of the inspection there were 15 students, all of whom are over 18 years of age and male. All of the students come from the United Kingdom, with English being their first language. There were no students identified with language and learning difficulties or disabilities. Students are recruited throughout the year.
- 1.4 The college was last inspected on the 27 April 2016 when it met all Key Standards and the quality of education was judged to meet expectations. The main recommendations from the previous report are:
 - Improve the system of teaching observations so that, where weaknesses have been identified and support is provided, appropriate follow-up is carried out to ensure improvements are made.
 - Ensure that all instructors are trained in and have opportunities to practice the use of varied teaching methods, to improve the quality of teaching and learning.
 - Improve the performance targets, from staff appraisals, so that they are specially specific and measurable to ensure effective monitoring.
 - Extend the lesson observation content to include a strong focus on students learning and achievement, so that instructors know how to improve their teaching for the benefit of students.

2. SUMMARY OF FINDINGS

- 2.1 **The college meets expectations.** At the previous inspection of the 27 April 2016 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. Students are well educated in a friendly and professional environment. A wide curriculum is offered that is highly effective in meeting student needs and allowing them to acquire skills that enhance their engineering backgrounds. Courses are well planned and offer appropriate progression routes into employment or further study. Courses on offer to Tier 4 students meet the definition of an approved qualification, as set out in the Home Office guidance. However, there are no such students currently recruited. Initial assessment is excellent, and is used very effectively to ensure that student's skills are appropriate to meet the demands of their chosen programme of study. Teaching is good. Instructors are enthusiastic, have appropriate industry experience and excellent subject knowledge. Classes are well planned and make effective use of a range of quality resources to engage and maintain the interest of the students. However, in a few lessons, excessive use of presentation materials slows the pace of learning. Students achievement is excellent. External examination results are significantly higher than the national averages, with nearly all students successfully completing their course and gaining the qualification.
- 2.3 Students' welfare, including health and safety, is good. The college's premises are very well maintained and provide a secure environment which effectively supports learning. Comprehensive health and safety policies are in place and are effectively implemented. Measures taken to reduce the risk from fire and other hazards are excellent. Registration and attendance recording is accurate and well managed. Secure procedures for complying with Home Office regulations are in place and fully understood by staff. The college's pastoral structure provides a good level of support and guidance for the students in accordance with their needs and the college's aims. Relationships between students and teachers are very good. Students report that they are happy at the college and feel safe and secure.
- 2.4 The effectiveness of governance, leadership and management is good. Ownership is effective in ensuring the quality of education and safety and welfare of students. Comprehensive oversight is combined with realistic financial support so that college development is supported by an appropriate allocation of resources. Leadership and management are good. A clear vision for the college is shared by senior leaders and staff, who work very well together for the good of the students. A clear management structure, with well-defined roles and responsibilities, ensures that the college is well run, meets all its legal obligations and quality assurance is prioritised. An appropriate process of self-assessment and evaluation effectively informs improvement planning and ensures the necessary resources are in place to meet the changing needs of the college.

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 recommendation in this area from the previous inspection report is:
- Ensure that all instructors are trained in and have opportunities to practice the use of varied teaching methods, to improve the quality of teaching and learning.
- 3.3 Satisfactory progress has been made against the recommendation. Instructors have received appropriate training and have been involved in discussions on the use of a number of teaching methods aimed at improving the quality of teaching and learning. Consequently, instructors now use question and answer and group discussion more effectively within lessons. However, the range of methods and activities used in lessons remains limited, which in a small number of lessons limits student engagement.
- 3.4 The quality of course provision and curriculum is good. Students are well educated in friendly and professional environment. The curriculum is based on a clear policy statement, is well planned and provides a wide range of courses to meet the different needs of students. As a result, students acquire skills that enhance their engineering backgrounds and employability. On arrival, initial assessment is thorough. The process is accurate and tutors use the information effectively to help students to make good progress. As a result, students are highly satisfied with the provision offered, with nearly all completing their course. Courses on offer to Tier 4 students meet the definition of an approved qualification, as set out in the Home Office guidance. However, there are no such students currently recruited.
- 3.5 Teaching is good. Classes are well planned and delivered at a lively pace. Instructors are enthusiastic and have excellent subject knowledge and appropriate industrial experience. In most lessons, effective use is made of high quality presentation material and learning manuals by instructors to deliver complex theoretical aspects of the course. However, opportunities to develop the students' interest further through more imaginative activities are not always taken. As a result, in a few lessons engagement of students is limited and progress slows.
- 3.6 There are highly effective systems in place to monitor students' progress and attainment. Assessment is regular and thorough; it identifies strengths and weaknesses in the students' progress and highlights areas for improvement. Instructors make good use of assessment outcomes to inform their planning. External examination results are excellent and are significantly higher than the national averages, with nearly all students successfully completing their course and gaining the qualification.

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 Both premises are secure, fit-for-purpose, and very well maintained. Classrooms are clean, spacious, light and well furnished. A comprehensive range of policies and procedures ensure that the health and safety of students and staff are effectively managed. All necessary measures to reduce the risk of fire and other hazards have been taken. The college has an appropriate number of fire marshals and staff trained in first aid.
- 4.3 Systems for recording registration and attendance are good. Clear policies and procedures are in place for the timely and accurate registration of students, the monitoring of their attendance and reporting of absence. Detailed and accurate records are maintained and well monitored. Appropriate arrangements to make any necessary reports to the Home Office are in place and fully understood by staff.
- 4.4 Pastoral support is good and provides support and guidance for students in accordance with their needs and the college's aims. Students are clear about who to see and where to go if they have a concern. They report that the college is providing them with a safe, supportive and comfortable environment which effectively meets their learning needs. Relationships between staff and students are very good.

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:
- Improve the system of teaching observations so that, where weaknesses have been identified and support is provided, appropriate follow-up is carried out to ensure improvements are made.
 - Improve the performance targets, from staff appraisals, so that they are specially specific and measurable to ensure effective monitoring.
 - Extend the lesson observation content to include a strong focus on students learning and achievement, so that instructors know how to improve their teaching for the benefit of students.
- 5.3 Good progress has been made against the first recommendation. A new system of teaching observations has been successfully introduced which includes appropriate arrangements for a follow-up observation where weaknesses have been identified. As a result, teaching is now effectively monitored through observation and the outcomes from observations appropriately linked to staff appraisal to ensure that any required support is provided.
- 5.4 Good progress has been made against the second recommendation. Clear, specific and measurable targets are now set during the staff appraisal process and effectively monitored throughout the year.
- 5.5 Good progress has been made against the third recommendation. The content of lesson observations has been revised with a clear focus on reviewing and reporting on students learning and achievement. As a result, instructors state that following an observation they are now aware of how to further improve their teaching for the benefit of the students.
- 5.6 Governance and leadership is good and has a clear focus on supporting students and maintaining high standards. The leaders provide clear educational direction and discharge their responsibilities well in accordance with the aims of the college. A clear and well developed management structure, with well-defined roles and responsibilities, ensures that the college meets all its legal obligations and quality assurance is prioritised. The college's work is supported financially by well developed structures which provide the resources necessary to make its aims realistically achievable. As a result, appropriate action is taken with regard to course development, maintenance of the college's premises and student welfare. A comprehensive range of policies are in place which are regularly reviewed by the leadership team to ensure their effectiveness.

- 5.7 Relationships and communication between the proprietors and the leadership team is good. Replies to the pre-inspection questionnaire and meetings with staff show that they are happy and very supportive of the college.
- 5.8 Arrangements for quality assurance are good. Academic progress is monitored carefully and data on performance and progress are used very effectively to track and evaluate course performance. Self-evaluation is good and provides an accurate account of the college's key strengths and areas for development. Student feedback is collected systematically through questionnaires and discussions with students. This feedback is analysed, shared with staff and managers and used regularly to inform teacher development, academic action planning and the identification of college's priorities; implementation of identified improvements is thorough.
- 5.9 The college is very successful in recruiting and developing high quality staff and ensuring their suitability to work with students. All required employment and suitability checks are completed before their employment is confirmed.

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:

- Ensure instructors use a range of teaching methods to improve the engagement of students and the quality of teaching and learning.

INSPECTION EVIDENCE

The inspectors observed lessons and conducted formal interviews with students. They held discussions with senior members of staff 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
Mrs Pauline Bateman	Team Inspector
Mr Peter Hymans	Team Inspector
Ms Sue Martin	Team Inspector