



Gower College Swansea
Coleg Gŵyr Abertawe

LISTEN

LEARNER INVOLVEMENT SHAPING TRAINING and EDUCATION

LEARNER INVOLVEMENT FRAMEWORK

Background

Gower College Swansea is committed to developing its campuses and Community Education as learning communities where learners are treated as equal partners in the shaping of their learning experience. The College realises that the full value of learner involvement requires a co-ordinated approach across the College to tackling barriers as perceived by learners, and unlocking their potential to help drive improvements.

Purpose

This framework applies to Further Education learners and staff at the College. The aim of the framework is to help to improve the learner experience as a whole and, therefore, achieve our vision. It will do this by improving and embedding our current communication and consultation mechanisms with learners by:

- Developing a learner involvement culture
- Encouraging learners to engage in representative groups to improve their experience at college
- Increasing learner participation in consultation including surveys and student forums
- Involving learners in understanding and achieving their individual educational goals

An 8 Tier System Involving Learners in Shaping College Life and Culture

1. Class Representatives

- Each class elects its own representative who receives the College's Class Rep training.
- The purpose of this role is to represent and gather the views of their peers through a number of mechanisms in order to inform staff and management at the College on improvements that can be made.
- Examples of how this is achieved are Learning Area Forums, Course Team Meetings, Principal's Forum and Student Council and Conference.
- Representatives play an active role in the College's Sustainability Group helping to progress this important agenda for the College.
- The role requires a two way process of feeding in views from peers and supporting college staff on feeding back on actions from staff and management.

2. Vocaleyes

- VocalEyes is a tool for students to suggest, rate and debate ideas to improve their experience at the College.
- It helps create a culture of positivity and shared endeavour, therefore improving motivation and communication across all campuses. When students rate and debate each other's ideas, a clear set of priorities will be produced which will be fed back to the relevant areas/departments for consideration. Any actions taken are then added onto the system to keep everyone informed of the progress that is being made. Feedback from learners and subsequent actions are fed back to the senior management team every six weeks during their meeting.

3. Student Council/Student Conference

- The Student Council consists of campus based Student Council Meetings which feed into the Annual Student Conference.
- The College Principal gives a welcome and overview and members of the Senior Management Team takes part in the council and conference. Many college managers and staff also take part as appropriate to themes.
- These events offer the opportunity for student reps to come together to attend a variety of workshops where their feedback on college life is obtained with a view to making continual improvements.

- Workshops are run by internal and external specialist and are designed to assist in many topics such as Health and Wellbeing and assisting in learners' futures e.g. how to stand out from the crowd.
- The Conference also hosts a motivational key note speaker to assist learners in being motivated and making the most of what they have to offer.
- At both Student Council and Conference, Class Reps are given the opportunity to bid for money for the Learning Areas to which they belong. Bids which will enhance resources or take forward projects in Learning Areas are presented to a panel of Senior Managers by Class Reps and they are awarded money if they can prove they are worthwhile to improving student experience.

4. Student Governors

- The College appoints two Student Governors each academic year. They attend and form part of the Learner Services Committee and the Quality and Curriculum sub- committee whereby they take an active role in contributing their views on behalf of the student body.

5. Student Forums

- Each Learning Area will meet Student Representatives once per term to gather views of students in their area/ group – this may be achieved via representation at course team meetings or specific learning area meetings with the Learning Area Manager (LAM) and Curriculum Leaders. The views gathered at these meeting should be incorporated into the course reviews.
- Proposed actions should be shared back with the learners through the tutorial system with evidence this has taken place (through a lesson plan or write up), also through a 'You said, We did' display in each area compiled by Learning Areas using a college template.

6. Learner Voice Survey

- The Learner Voice Survey is distributed to all learners in the first term and enables the College to receive feedback on learners' views about all aspects of the College.
- Learners are very much encouraged to take part in the survey to ensure their voices are heard and suitable action is taken.
- Following the Learner Voice Survey, students on courses which fall below the College benchmark for satisfaction will be invited to a meeting with an independent college manager in order that their views of their college experience can be more fully explored. The managers will be appointed by the Quality Unit and the views collated by the Quality Unit and shared at both Quality Forums and Curriculum and Quality Management Team (CQMT) in order for improvements to be made.

7. Tutorials, Target Setting and One to One

- Each learner at the College is assigned a Personal Tutor (PT). Learners discuss their progress with their PT who supports the learner to set aspirational targets in all areas of their study; these are recorded on the learner's eILP (electronic individual learning plan) along with Engage (the College's mobile eILP app). PTs can also direct learners to appropriate support available to them within the College.
- Tutorials are also a way for tutors to gather feedback from groups on college life so we can make continual improvements, as well enabling our learners to receive the Gower College Swansea Tutorial Programme which includes useful information on Health and Wellbeing, Safeguarding arrangements, overviews of Prevent and our Learner Involvement Framework (LISTEN).

8. Principal's Forums/ Principal's Question Time

- Representatives from each Learning Area at the College attend a meeting with the Principal twice a year.
- This allows representatives to discuss their views and ask the Principal as well as other Senior Managers questions regarding the continual improvement of the College.

We also encourage learners to become

Student Ambassadors

Students can put themselves forward to become a Student Ambassador and will receive College Training which will allow them to:

- Meet and greet new students (start of the academic year)
- Attend and support college open evenings
- Attend and support school parent evenings
- Participate in school talks
- Attend and support college taster days/events
- Provide general support for other school liaison and reaching wider events as and when required