

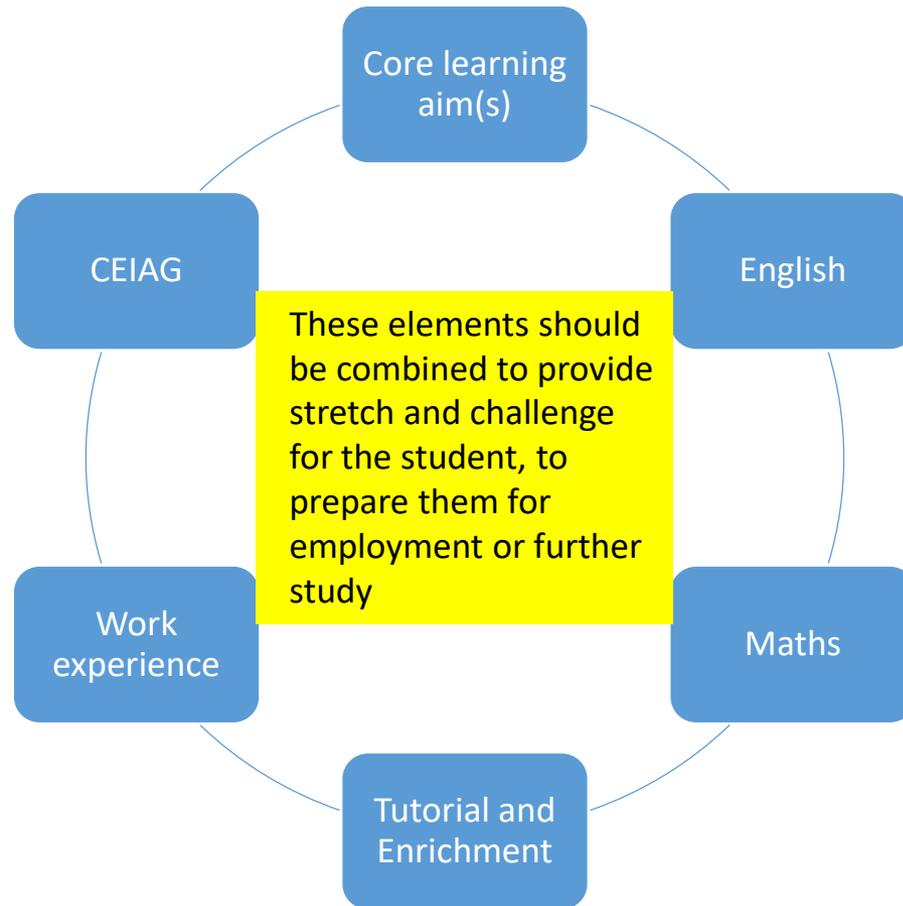


Delivering cost effective tutorials and enrichment in 16-19 study programmes

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Elements of study programmes



Need to show planned hours for recognised qualification and non-qualification activities (study leave can be included if planned and time limited).





Study programme principles

“Includes other activities unrelated to qualifications that develop the skills, attitudes and confidence that support progression. “

“A level students’ Study Programmes will usually include non-qualification activity such as tutorials, work to develop personal or study skills or support in choosing options for employment and higher education. “

DfE 2012

“Purposeful work-related learning, external where relevant.”

Ofsted 2015



Study programme funding bands



Band	Annual timetabled hours	Category	Funding Rate £
5	540 plus	16 and 17 year-old students Students aged 18 and over with high needs	4000
4a	450 plus	Students aged 18 and over who are not high needs	3300
4b	450-539	16 and 17 year olds Students aged 18 and over with high needs	
3	360-449	All students	2700
2	280-359	All students	2133
1	Up to 279 hours	All students	% of 4000 (planned hrs/600)



Non-qualification activity



Tutorial

Enrichment

Volunteering

Personal and
social
development

Career
education

Employability
skills

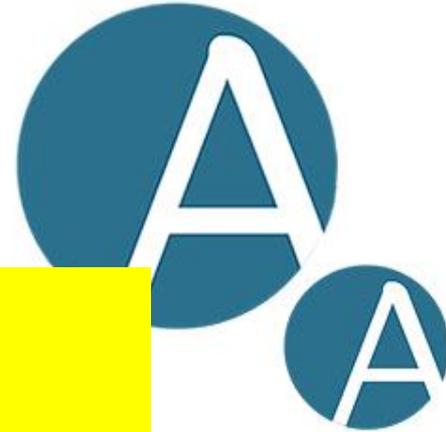
Work
placement

Enterprise

Citizenship



Tutorial essentials



- Policy
- Practice
- Programmes
- People
- Promotion
- Progression

Personal Tutor

A strong feature of the College is the effective tutorial system which supports you during your time with us. Although the College is quite large, it is small enough to care for you as an individual.

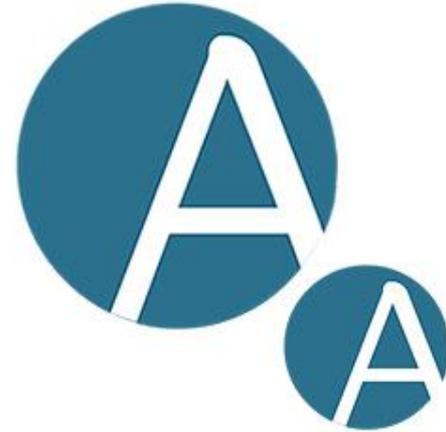
We believe on looking after our students. You will have a personal tutor who will provide help and support during your time at College and regularly review your progress with you.

Your Tutor will:

- help you to settle into College through our Welcome Programme
- help you to design your programme of study to include structured research
- help you to plan your work and meet deadlines
- monitor your progress and help you to set targets
- monitor your attendance closely and inform parents if there is a problem
- refer you to specialist advice where necessary, such as careers
- help you to make applications to higher education or employment
- advise your parents about your progress through reports and parents' evenings



Tutorial programme focusing on 'behaviours for learning'



Give learners the skills to be successful through:

- Identifying learners' starting points through induction
- Reviewing their progress regularly and tracking the development through tutorial provision
- Ensuring learners have targets linked to the development of these skills
- Including the pertinent skills on learners profiles so that all tutors are aware
- Ensuring learners are aware of the progress they are making to increase their confidence.

"Learners develop excellent communication, teamwork and problem-solving skills that significantly boost their employment potential. All learners participate in high-quality work experience, work-related activities and a wealth of very well-thought-out college programmes and activities covering aspects such as music, enterprise, engineering, medicine, hospitality and sport aligned to their long-term employment aspirations."





Example of entitlement

Learners will be provided with an annual tutorial programme during induction which will include individual tutorial appointments. Group based activities as well as a programme of cross college based events across the academic year are provided such as:

- Personal Finance
- Equality and Diversity
- Healthy lifestyles
- Sport and Games
- Arts and Culture
- Safeguarding
- Employability and Enterprise
- Career Guidance and Development
- Progression Options
- The Learner Voice





Importance of enrichment

- Wide and balanced curriculum
- Personal development, behaviour and welfare
- Preparation for life, HE and employment
- Health and wellbeing
- Equality and diversity
- Students' Union
- Community and volunteer links
- On-line safety
- Environmental issues



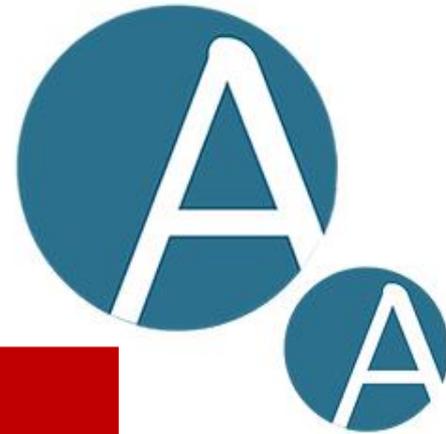


So what are your plans for 2019/20?

- Allocation of hours between different activities
 - Core learning aims
 - English and maths
 - Tutorial, enrichment** and work experience
- Need to address costs of all elements, including core aims
 - Proportion of online learning
 - Appropriate use of different types of staff for different activities, e.g. **coaches or tutors for tutorial, volunteers for enrichment**
- Measuring impacts
 - Progress in learning
 - Learner outcomes and destinations
 - Funding for retention and achievement



Level 2 programme for progression



Element	Contact hours	Note
Vocational qualification	340	(10 hrs x 34 weeks)
Tutorial and enrichment	37	(1 hr x 34 weeks + 3 hrs of 1:1)
Work experience	35	With external employer
English and maths	204	102 hrs each
Total	616	

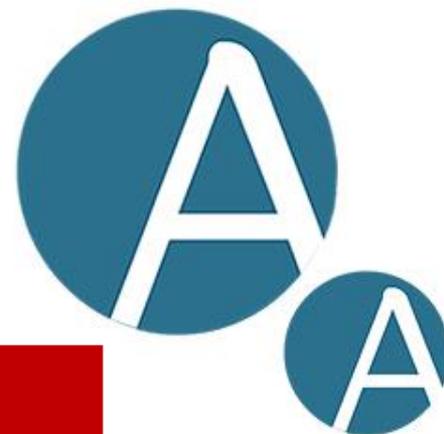


A level year 1



Element	Contact Hours	Note
4 x A	558	(4.5 x 31 x 4)
Tutorial	34	(Learning coaches, inc 3 hrs 1:1)
Enterprise /learning company	35	Supported by workplace assessor
Stretch and challenge	31	Delivered on VLE
Total	658	

16-18 Traineeship



Element	Planned hours	Note
L1 award in Employability Skills	48	6 hrs x 8 weeks
English	54	3 hrs x 18 weeks
Maths	54	3 hrs x 18 weeks
Tutorial, coaching and careers guidance	36	2 hrs x 18 weeks
Work placement	200	(20 hrs for 10 weeks)
Total	392	£2700



Making the best use of the formula



Element	Total learner hours	Lecturer hours (group) £50	Mentor or instructor (group) £25	Mentor or assessor hours (per learner)	Other costs
Level 2 vocational qualification	340	340			£45 per online unit
Work experience	35			2	
Tutorial	37	34		3	



Making the case for resources

Assume each 16-18 year old earns the organisation an average of £4200 for 600 planned hours
= **£7 per hour**

Each learner gets 37 hours of tutorial time = £259

Therefore, if we have 2000 eligible students this means a potential budget of £259 x 2000
= **£518,000**

Total cost of tutorials at an average group size of 20 and average direct cost of £50 per group hour
= £50 x 100 groups x 34 hours (group tutorial) = £170,000

Plus cost of 1:1 tutorials @ £25 per hour
= £25 x 3 hours x 2000 students = £150,000
= **£320,000**

Contribution to overheads
= £518,000 - £320,000
= **£198,000 (38%)**





Tutorials and enrichment in the CiF

Not explicitly detailed in the CIF but implicit in

- Leadership and management
- Teaching and learning
- Outcomes for learners
- Personal development, behaviour and welfare

And also in

- Study programmes
- Apprenticeships
- Traineeships
- Programmes for High Needs Students

Remember, the inclusion of Gatsby benchmarks for Career Education and Guidance.





Ofsted's expectations of study programmes

- ❑ Study programmes for each learner are planned and managed so that they fully meet the principles of the DfE's 16 to 19 study programmes by providing progression, stretch, mathematics and English for all learners without GCSE grades A* to C, as well as **work experience and non-qualification activities**
- ❑ The extent to which learning programmes, including **enrichment activities**, allow all learners to explore personal, social and ethical issues and take part in life in wider society and in Britain
- ❑ Learners develop personal, social, employability and independent learning skills, and achieve high levels of punctuality, attendance and conduct, including through the contribution of **non-qualification or enrichment activities and/or work experience**
- ❑ Learners understand how to keep themselves **safe and healthy**, both physically and emotionally

Themes identified in recent Ofsted annual reports



- A failure to equip many students, particularly those studying vocational subjects at level 3 and those studying below level 3, with the necessary knowledge, skills and attributes to achieve and progress to their full potential
- Teaching that was not demanding enough, resulting in slower progress and lower standards
- Too few students achieved passes at a higher grade when retaking GCSE English or mathematics
- Variability of the quality of information, advice and guidance being provided and not meeting the full range of students' needs, such as those who were not intending to make applications for higher education
- Too few students undertook challenging and well-planned work-related and extra-curricular activities; this was particularly the case for students studying below level 3**
- Attendance at lessons was low, or an ongoing issue, on most of the study programmes at these providers.





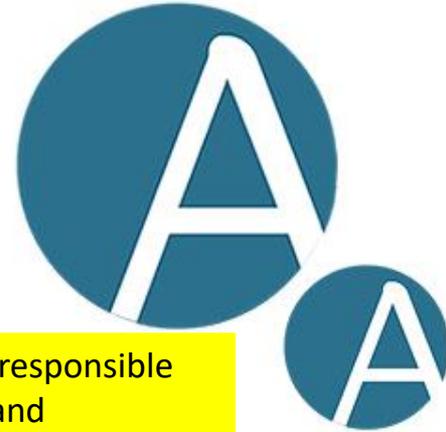
Types of evidence

- Tutorial/enrichment programme schedule and diary dates
- Enrichment Matrix
- Subject area links with programmes
- Student ILPs, trackers and timetables
- Take-up of activities by students
- Attendance data on the range of activities, e.g. at HE fairs
- Student log books, progress records
- Value added and distance travelled
- Student, staff and employer feedback on activities
- Website, audio visual reports
- Case studies
- Press and TV coverage



Some of the problems

- Fitting tutorial and enrichment into the 600 hours
- Balancing qualification and non-qualification activity
- Getting commitment from students and staff
- Getting the right staff
- Inconsistent practice across institutions
- Weak links with curriculum areas
- Student attendance
- Concerns about auditable evidence
- Challenges around the use of VLE and timetabling
- Availability of suitable resources, especially online



Some solutions

- Senior manager responsibility and clear management accountabilities
- Modifying existing tutorial programmes
- Additional tracking facilities
- Appointing learning and progression mentors, progress tutors but only if quality is maintained
- Taking the best practice from previous additionalities
- Development of peer mentoring and work shadowing
- Incentives for students
- Appointment of a student liaison officer with responsibility for volunteering
- Employment of volunteers for enrichment
- Online resources

“The post holder will be responsible for the implementation and management of the student involvement strategy, student entitlement, theme weeks, student enrichment, personal tutoring and the tutorial provision. The role will include reviewing all strategies, policies and procedures relating to student involvement, student entitlement, tutorial and ensuring tutoring needs are met.”

FETN leads on providing specialist support to improve tutorial provision across the Learning and Skills Sector, working collaboratively with Further and Higher Education, 6th Form Colleges and Work Based Learning.



Ascentis Short Online Qualifications

Supporting learners' Personal Development,
Behaviour & Welfare



- 15+ qualifications within the suite including; British Values, Citizenship, Mental Health, Equality & Diversity and much more (all between 10-20 GLH)
- Accompanied by free interactive online resources
- Assessed by completion of a multiple choice online e-assessment
- Subjects relevant for all learners
- Funded via **Local Flexibilities (for adults)**
- Boosts success and retention rates
- Developed in line with Ofsted requirements and Government agendas
- Flexible delivery - designed to be delivered in large volumes, perfect for Enrichment/Induction programmes
- Prepares learners for employment





Benefits of online learning

Online learning can bring many benefits:

cost savings, efficiency gains, improve access to learning, empower learners and teachers, improve the effectiveness of teaching, learning and assessment, deepen learning, **independent learning**, improve retention and achievement, better outcomes for learners, encourage innovation and many more



And some success stories



“Leaders and managers plan and apply the principles of the study programmes particularly well. The vast majority of learners make excellent progress from their starting points, achieve their qualifications and successfully progress to their next steps in education or employment .” Grimsby Institute

“Personal tutors provide very effective support to all students including those aspiring to achieve the highest grades and those at risk of falling behind.”

“Students benefit from a very wide range of sporting and recreational activities. Many take part in competitive sports each week and a considerable number enjoy recreational sports and cultural activities. “

New College Pontefract

“The college provides learners with a host of high-quality enrichment activities that build up their confidence and encourage them to be aspirational in their ambitions.” Blackpool and the Fylde

“Learners’ experiences are enhanced significantly through an excellent enrichment programme that includes visits, talks by outside speakers, meetings with employers and work experience. These elements are very important in supporting the college’s successful introduction of programmes of study.” Weston

“Learners benefit greatly from an extensive range of well-planned, cross-college activities which raise their awareness about life in modern Britain and their rights and responsibilities as citizens”. Dudley



Many thanks

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