

Learner Council Forum

Minutes of the Learner Council Forum held on 16th January 2020 in DS102

Chair: Teaching and Learning Improvement Partner – Sue Barry (“SB”)
Members: Deputy Principal Curriculum – Rhiannon Hughes (“RH”)
 Principal – David Gleed (DG)
 Vice Principal, Gravesend – Mark Andrews (“MA”)
 Student Engagement Assistant Dartford – Lorna Goddard (“LG”)
 Student Engagement Assistant Gravesend – Trevor Fox (“TF”)

Student Union Representatives: Elizabeth Parker, Charlie Bushell, Danielle Searson
 Michael Jukes, Charlotte Frampton, Harmonie Dowling
 Sophie Niblett

College Governors : Keith Norman (KN)
 David Martin (DM)

		Action By
1.	<p>Introductions</p> <p>Introductions were made by all members of the Learner Council Forum.</p>	
2.	<p>Feedback on Points from Last Meeting</p> <p>You Said, We Did:-</p> <p><u>Point 1</u> <i>Access road (one-way) from front to rear car park at Dartford. Students who leave the rear car park after the gates are locked must drive the wrong way up the one-way road which is hazardous and could cause an accident.</i> Completed – Gate C is now left open later and there is a barrier now in place adjacent to the Nursery to prevent traffic driving the wrong way</p> <p><u>Point 2</u> <i>Football pitches (Dartford) are of poor quality and have many patches which are just filled with mud or sand and not re-seeded.</i> Completed – The pitches are very good quality. The contract covers repairs which were completed during the summer and ongoing throughout the season. This is continually monitored and repairs made.</p> <p><u>Point 3</u> <i>More recycling bins needed (Dartford) around the campus as rubbish is found around the college grounds.</i> Completed – More recycle bins installed in the refectories. Constant education needed to encourage learners to use bins appropriately. Student Union are working on a scheme to ‘Keep the campus tidy’.</p>	

Point 4

The stairs in C block (Gravesend) are not kept clean; there are no bins within the stairwell and construction students leave dirty footprints.

Ongoing – Area cleaned daily by contract cleaners as well as after the lunch period. Student Expectations have encouraged the removal of PPE (boots) from the workshop. This has helped to alleviate some of the issue. Tutors are encouraged to remind learners of the importance of removing boots. Situation is improving; needs constant reminders via staff.

Point 5

Extractor fans in the production kitchen (Gravesend) are not cleaned regularly enough.

Completed – The safe working procedure which allows the vents to be removed and dusted by staff/students during routine cleans has been developed. They are deep cleaned annually and are much improved.

Point 6

Students that drive onto campus (Gravesend) can be very careless and don't pay due care and attention to what they are doing. Many of them speed, spin and skid in the car park damaging other people's cars when stones flick up.

Ongoing – Security and Estates staff deal with incidents if they are seen. There is a safe route from the car park which students should be encouraged to take via the footpath to the turnstiles adjacent to T block. Things have improved since the introduction of Campus Expectations.

Point 7

There are no windows or doors in the salon classroom GC007 (Gravesend) that can be opened. This causes issues throughout the year as it gets very stuffy in the warmer months.

Completed – There was a problem with one of the air handling units last year which has now been resolved.

Point 8

Hairdressing students (Gravesend) have no direct access to PCs to do online coursework other than in the LTC which are often busy. We would like PCs in the theory classrooms so that we can work on our coursework.

Completed – Tablets are available for students to use in class (with staff agreement). These devices were checked and upgraded during October 2019 half term and are working well. Hairdressing staff can timetable other PC rooms in C block if required.

4. **Points from this term's Learner Council**

See tables below.

Close of Meeting

Learners, staff and Governors were thanked for their attendance and valuable contributions. The meeting finished at 5.00 pm.

Feedback Sheet

Learner Council Gravesend Final Points – 16th January 2020

	Point Raised	Suggested Solution	Response
1.	Since the canteen has been made smaller at Gravesend and rules regarding use of the LTC have changed, we really do not have any social space on the campus.	We would like to have a dedicated social room like Dartford has that can be used for student activities and the possible re-instatement of the pool tables etc. This may change some of the anti-social behaviour that occurs on site if there is somewhere to go to stop them being bored.	(MA) Over the summer, the canteen area was changed to make it a smaller, brighter, better organised and more welcoming space. It is used as a social area especially after lunch. Agreed that during peak periods and bad weather, it is a busy area. This is being monitored this term but has indicated that the area has not reached full capacity. Regrettably, standards of behaviour and respect for equipment (pool table) is not good enough to be able to offer an unsupervised area to students. The issue has been discussed but the layout of the building means that we are not able to supervise a separate area. Picnic tables outside of the buildings can be used in better weather. (TF) Lunch time activities are now being offered to learners in the LTC.
2.	Students are concerned that the provision of Early Years will be taken from Gravesend and moved to Dartford. Some students would end up not completing their course or would be forced to go somewhere different as Dartford is not as easy to get to.	The Level 2 class have produced a list of pros and cons as well as a proposal – tabled in the meeting	(DG) Level 3 will be offered at Gravesend next year for your group. You may, on occasions, be required to travel to Dartford eg Forest School. The class was congratulated on the clear and concise proposal they put forward.
3.	Promises made about changes in the canteen have not been kept. Cheaper food still not available (in fact, meals have risen by 25 pence	Promises to be kept would be a great start and listening to what students actually want. Greggs is opening across the road soon and this will	(MA) I have spoken with the Refectory Manager. The grab and go option has been expanded to the extent that there is now

	<p>since last year). We were promised that students would be consulted on what foods they would want as well as more grab and go. No food available after 1.30 pm (so if students are on a bursary, there is no food)</p>	<p>likely impact on the canteen again unless changes can be made.</p>	<p>more variety at breakfast and the 10.30 slot but more can still be done. I was not aware of any promises made. The food is subsidised by the college. The main meal is priced at £3.75 and is now reduced in terms of variety but kept on for a little longer (clearly not long enough). We will pilot having it made available for another 15-30 minutes to see if there is the take-up and to see whether we can keep the variety available until that time or whether we will need to reduce the items available. The range of lower price food has been expanded and available until lunch time. MA to look into the charging issues in the Refectory.</p>
4.	<p>Following the Learner Conference last year, students wanted to implement a 'Keep Campus Tidy' initiative. The SU came up with some ideas.</p>	<p>Large bold colourful posters – something someone notices because the small posters in the canteen on the windows are not noticeable.</p> <p>More bins with lids – so that the rubbish doesn't fall out when it's windy and because there is only a couple by C block but 4 out the front on the college.</p> <p>Disciplinary if there is a repeat offender – still will not want to stand around waiting for someone to throw rubbish on the floor so if someone sees them litter, it can be an automatic disciplinary.</p>	<p>(RH and MA) This is a constant issue, particularly in the canteens. We have had drives to improve with staff 'policing' the canteen area. However, this once again deteriorates once staff are no longer policing the area. Maybe you can encourage your peers to change their habits and if you have any ideas with regard a student-led drive to keeping the campus tidy, that would be good.</p> <p>I am sure we can get some more bins – will look at different style bins for the outside that foxes can't get into. Agreed that students will continue to be challenged and sanctions for repeat offenders. Work still in progress on this issue. Meeting to be set up between MA and the SU to discuss ideas and incentives. Mass approach by student reps? Litter champions? Work with offenders linking to the curriculum area/subject?</p>

Feedback Sheet

Learner Council Dartford Final Points

	Point Raised	Suggested Solution	Response
1.	Students not able to access food and drink before their late night courses on Tuesdays and Thursday – Hair, Beauty, T&T and Accounting areas. This is causing concern, especially for students who are on a bursary and not able to obtain food with their timetable being in the evening.	Atrium Café to stay open on Tuesdays and Thursdays until 5.00/6.00 pm to offer students who do late night courses food and drink.	(DG) We have offered longer opening hours over the last 10 years. However, staffing is difficult to cover that period and when trialled (late afternoon/evening), the demand was low. Vending machines for food and drinks is available. Café opening times will be discussed with curriculum staff (as well as the Refectory Manager) to try and gauge level of commitment from students as to what they would want (eg hot drink and panini) and try and find a solution.
2.	Slippery floors in the hair salons. Many students, staff and clients have slipped. This has been reported to Health and Safety.	The Curriculum Manager Hair is looking into the difference between the floors at both campus as there has been no reports of this problem at Gravesend.	(RH) I have spoken with Estates and the Risk Manager. The floor has been stripped back – it is a salon flooring but may be some product that is causing slippage. Ongoing - further investigation is required.
3.	Shuttle bus problems.		(LG) Two shuttle bus surgeries were held in November 2019 with a representative from Abbey Travel in attendance. If students are still saying that there are issues, this has not been fed back. RH requested that LG liaise with Steve Humphries about feedback.