

# Meeting: Curriculum Provider Meeting

DATE: Monday 28<sup>th</sup> April 2008

Name	Attended	Apologies	Copied To
Vicki Jones	X		
Ann Vallance	X		
Wendy Haines	X		
Melanie Clay	X		
Simon Martin	X		
Sally Marriott	X		
Kate Stubbings	X		
David Buckley	X		
David Staples	X		
Christine Lee	X		
Lisa Carnell	X		
Sue Green	X		
Vicky Penrice	X		
Alison Barros	X		
Christalla Patsides	X		

Item	Commentary	Actions/ Timescales
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<p>1. <b>Commissioning proposal.</b></p>	<p>The Commissioning proposal was introduced. It is to be sent out for feed back.</p> <p>AB - The LSC allocate funds with a standard ceiling for each course.</p> <p>AB - feedback taken from visits and questioning providers, showed that for most, costs were fine; some have found crèche costs are high. Smaller providers have said sometimes they work at a loss. LSC have stated that they want a reduction in tasters for 08/09. They also requested more embedded ICT for the coming year.</p>	<p>Send out Commissioning Proposal to providers.</p>
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<b>2. Target Schools</b>	ACLS priority schools are calculated using IDACI scores; this is the amalgamation of priorities by Children and Young people. Scores over 0.18 are targeted. These will be used to define and identify 2008/09 schools.	Send electronic IDACI scores to providers.
<b>3. IFL and CPD</b>	It was requested that all providers update ACLS with their tutor TPIR's.  VP logs CPD on the back of attendance certificates.	ACLS are to add VP's logging sheet to ACLS attendance certificates.
<b>4. Marketing</b>	AB. On-line posters are being developed at present. MOODLE. Can we have feed-back for ideas. Learners can have their own password which will enable them to access their own classroom. A sitemap was demonstrated, feed back elicited.  DS. Dukeries have had a portal for 9 months and have found it time consuming. SM. Learners at WNC can pull off materials for class. They have found that it works well. MC. Castle tutors upload what they are working on, once a month.  ACLS will develop a diary for training for the whole year, 08/09.	AB. And CP. to plan training for the whole academic year in August.
<b>5. Service Level Agreement (SLA)</b>	AB reported that an addition has been added to the bottom of page 1 referring to Family Learning and Wider Family Learning.	The document is available on the webpage.
<b>6. Paperwork 08/09</b>	Alterations will be sent out to providers by the end of June. There is a reduction in Taster paperwork for 08/09, also changes to the ILP.	
<b>7. Any Other Business</b>	AB stated that there is still some monies left, but only one term left. If anyone would like to add a course, please inform us asap.  The Value added. Data collection will be a future focus. Children's information needs to be recorded in order to see the impact of them attending Family Learning. Providers were asked to keep track of this Children have a unique number which is held by Children and Young persons department.	ACLS to investigate adding to enrolment form.

	<p>Qualifications. All Castle staff have a level 5 or working towards. NNC staff are level 5 or working towards. There is a 5 year threshold for qualifications.</p>	<p>NB: Following further discussion it has been agreed that the threshold for qualifications is 5 years</p>
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