Learner Involvement Policy

This policy is available on-line at: www.stc.ac.uk

- We will consider any request for this policy to be made available in an alternative format or language.   Please contact: Principal – Professional and Vocational College.

- We review our policies regularly to update them and to ensure that they are accessible and fair to all. We welcome suggestions for improving the accessibility or fairness of this policy.

- All our policies are subject to equality impact assessments*. We are always keen to hear from anyone who wishes to contribute to these impact assessments. Please contact: Principal – Professional and Vocational College.

*Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Approved by:	Version:	Issue Date:	Review Date:	Contact Person:
SEG	v.4	April 2017	April 2020	Principal – Professional and Vocational College

Equal Opportunities: Impact Assessed

Review:

POLICY NUMBER 38

1 **Policy Statement**

South Tyneside College is committed to involving the learner in its strategic decision-making and operational management processes.

2 **Scope**

The policy applies to all enrolled students on college and partnership courses.

3 **Legislation**

No specific legislation applies to this policy.

4 **Responsibilities**

Everyone has a responsibility to give a full and active support for this policy by ensuring:-

4.1 the policy is known, understood and implemented; and

4.2 the Principals areresponsible for the effective implementation of the policy.

5 **Actions to Implement and Develop Policy**

The College believes that embracing learner views and offering an opportunity for learners to have direct involvement in assessing and shaping their own learning experience will have a significant and positive impact on developing the College's quality improvement processes and improving student success. The College also believes that learners have key roles to play in self-assessment and policy-making procedures.

All learners, individually and collectively, have an entitlement to participate in the evaluation of their teaching and learning experience through:-

5.1 South Tyneside College Student Union

All students automatically become members on enrolment unless they wish to opt out.

5.2 Student Representatives

Each tutor group from every curriculum area of the college nominates one or two representatives who are commissioned to voice the views of the group at meetings of the course teams, or act as a conduit to raise issues with the course leader which is communicated to the Head of Learning and Standards.

5.3 Learner**Forums**

Student representatives attend termly forum meetings where course/school issues are discussed. The outcomes from these meetings are distributed to the

student representatives and also displayed on specific notice boards in each school.

5.4 Cross College Forums

Six times a year student representatives from across the college meet together with members of the college's Senior Management Team in separate FE and HE Forums where college wide issues are discussed. The results of these meetings are distributed to student representatives and displayed on the notice boards and via the 'You Said, We Did' posters throughout the college.

5.5 Student Governor

Two students are elected as Student Governor on an annual basis.

5.7 Course Review and Evaluation

Learners are involved in the evaluation of their course with Course Leaders and teaching staff. This process feeds into the College's annual self assessment process.

5.8 Student Survey

The college-wide Student Survey is distributed to students twice in the academic year and the results disseminated to students via student forums, class representatives etc.

6 Monitoring & Evaluation

The Principal of Professional and Vocational College and the Principal of Marine School will report annually to the FE Quality and Curriculum Committee.

7 Related Policies

- Learning Policy

- Complaints Policy