



**EDUCATIONAL OVERSIGHT INSPECTION OF PRIVATE FURTHER  
EDUCATION COLLEGES AND ENGLISH LANGUAGE SCHOOLS**

**EXTENDED MONITORING VISIT**

**BIRMINGHAM MANAGEMENT COLLEGE**

Full Name	<b>Birmingham Management College</b>
Address	Suite C and D, Floor 3, Albany House, 31 Hurst Street, Birmingham, B5 4BD
Telephone Number	0121 666 7267; 0121 622 5799
Email Address	info@uk-bmc.com
Website	www.uk-bmc.com
Principal	Mr Yiyong Wang
Proprietor	Mr Yiyong Wang
Age Range	18+
Total number of students	4
Numbers by age and type of study	18+: 4 FE only: 4
Inspection date	<b>30 September 2014</b>

## **PREFACE**

This inspection report follows the Framework for Educational Oversight Monitoring Visits and Extended Monitoring Visits of private further education colleges and English language schools. The focus of the visit is to confirm that the quality standards reported at the last full inspection are being maintained.

The ISI is an approved Educational Oversight body authorised by the Home Office to inspect privately funded further education colleges and English language schools in England and Wales offering courses on the Qualifications and Credit Framework. It is designed to improve the quality of education on offer to international students who attend UK colleges through Tier 4 of the points-based system for student visas.

ISI inspections are required to:

- Report on the extent to which colleges comply with the published Educational Oversight Standards;
- Assess and report on the quality of educational outcomes and provision;
- Where applicable, make recommendations outside the scope of the Standards to support continued improvement of quality.

Inspection provides objective and reliable reports on the quality of colleges, and by placing reports in the public domain, makes this information available to students, Government and the wider community. Inspection takes account of the context of each individual college, and of how it evaluates its own performance and demonstrates its success.

The inspection of the college is from an educational perspective and provides limited inspection of other aspects, though inspectors will comment on any significant hazards or problems they encounter which have an adverse impact on students. The inspection does not include:

- (i) an exhaustive health and safety audit;
- (ii) an in-depth examination of the structural condition of the college, its services or other physical features;
- (iii) an investigation of the financial viability of the college or its accounting procedures;
- (iv) an in-depth investigation of the college's compliance with employment law.

An extended monitoring visit is for those colleges found at the last inspection to have met or exceeded the quality Standards for Educational Oversight. Inspectors will make judgements on progress against any action points and recommendations made at that time. The inspection will not examine all other Standards in detail but will sample to confirm that previous Standards have been maintained and that there are no contrary indicators to those quality judgements. Inspectors will also consider the impact of any material change reported since the last inspection.

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## 1. CHARACTERISTICS AND CONTEXT

- 1.1 Birmingham Management College is a private further and higher education institution established in 2011 as a business limited by shares with one director. The college occupies a suite of rooms on the third floor of an office block in the centre of Birmingham. The proprietor, who is also the principal, manages it. The college aims to be recognised for its high quality performance and to foster the success of the college community, through consistent and effective management.
- 1.2 The college offers management courses through a variety of awarding bodies from level 4 to level 7. Students are selected by personal interview and on the basis of their academic qualifications and skills, taking account of the course entry requirements and their career goals.
- 1.3 The first students were recruited in August 2013. At the time of the inspection there were 4 students studying on a level 7 strategic management course, three male and one female. All of the students are Chinese and none have English as their first language. The college also offers a higher national diploma (HND) in business. The HND had not started at the time of the inspection. There are no students under 18 years of age. No students have been identified as having special educational needs or disabilities (SEND).
- 1.4 The college was first inspected in September 2013 at which point the college met all the Key Standards for private further education colleges and the quality was judged to be good.
- 1.5 This monitoring visit has been extended due to a change of 20 per cent or more of the permanent teaching staff. For this reason, Section 3 of the Educational Oversight Framework will be looked at in detail.
- 1.6 The recommendations from the previous report are:
  - Formalise arrangements for gathering information about its operations, communication and decision making.
  - Support improvement planning with rigorous targets, underpinned by specific dates for completion and criteria for success.
  - Establish a formal system to identify, support and monitor students with particular learning needs.
  - Ensure that all teaching strikes a good balance between exposition and activities which encourage students to engage with and apply their learning.

## 2. SUMMARY OF FINDINGS

- 2.1 **The college meets expectations.** At the previous inspection of 10 to 12 September 2013 the college was found to meet expectations and the quality of education as judged at that time has been maintained.
- 2.2 The quality of the curriculum, teaching and learners' achievements is good. The curriculum is satisfactory and fulfils Home Office requirements. It meets the needs of the students in developing their understanding of business management. The college has made good progress in improving procedures to identify, support and monitor students with particular learning needs. Excellent progress has been made in improving teaching. The new teachers ensure that students undertake activities that encourage them to engage with and apply their learning. Student participation and attainment in lessons is good and students make good progress acquiring and applying new knowledge and skills.
- 2.3 Students' welfare, including health and safety, is good. The college complies with all health and safety requirements and has effective policies and procedures to lessen risk. Recording of student registration and attendance is accurate. The college meets Home office reporting requirements for students on Tier 4 visas. Pastoral support for students is good.
- 2.4 The effectiveness of governance, leadership and management is good. Leadership and management have been effective in improving the quality of teaching and learning. The college has made satisfactory progress against the recommendations to formalise arrangements for communicating decisions made and to ensure that improvement planning is more rigorous. Self-evaluation is not yet always successful in identifying the college's key strengths and areas for improvement. The improvement plan lacks clear targets and criteria for success. Minutes of meetings do not record and monitor progress made. The observation of teaching and learning are planned but had not yet taken place at the time of the inspection with the new academic team.

### **3. THE QUALITY OF THE CURRICULUM, TEACHING AND LEARNERS' ACHIEVEMENTS**

- 3.1 The quality of the curriculum, teaching and learners' achievements is good. All Key Standards continue to be met.
- 3.2 The recommendations in this area from the previous inspection report are:
- Establish a formal system to identify, support and monitor students with particular learning needs.
  - Ensure that all teaching strikes a good balance between exposition and activities that encourage students to engage with and apply their learning.
- 3.3 Good progress has been made against the recommendation to better identify and support students with particular learning needs. All students are encouraged to indicate any additional learning needs on their application form. In addition, HND students undertake an initial assessment designed to identify any additional English language support needed. Students on level 7 courses do not undertake an English language assessment but need to demonstrate competence in English through their application. Teachers then monitor the progress of students and provide additional workshops if required.
- 3.4 Excellent progress has been made against the recommendation to ensure that teaching more actively engages students. Students are fully engaged in lessons in undertaking activities such as analysing business problems. They discuss challenges that companies face and ways to overcome them well in pairs. Students are encouraged to use their mobile phones as research tools to help solve problems efficiently.
- 3.5 Since the last inspection the college has replaced all of the teachers. The new teachers are experienced and well qualified. They plan their lessons very well to ensure that students are fully involved in activities that reinforce learning.
- 3.6 Assessment of students prior to arrival is good. Initial advice and guidance support effective recruitment and ensure that students are placed on appropriate courses.
- 3.7 The curriculum is satisfactory and meets the college's stated aims and objectives. The curriculum offered is in accordance with the descriptions provided on the college's website. The courses meet Home office requirements for students on Tier 4 visas. They satisfy the needs of the students in developing their understanding of business management. It is too early to judge course completion rates.
- 3.8 Teaching is good. Teachers assess students' progress well and make good use of questioning to check and extend understanding. Teachers explain business concepts clearly and make good use of technology to support learning. This includes an effective range of electronic resources available to support independent learning. Students respond well to the activities prepared for them.

- 3.9 To date, no student has completed the course being studied; so no performance data is available. During the last academic year two students undertook, and completed, one module of a different course but that did not lead to any accreditation. Student participation and attainment in class, judged by observation and discussion, is good in relation to the students' starting points. Students make good progress acquiring and applying new knowledge and skills.



#### **4. STUDENTS' WELFARE, INCLUDING HEALTH AND SAFETY**

- 4.1 Students' welfare, including health and safety, is good. All Key Standards continue to be met.
- 4.2 Arrangements for health and safety are good. The college complies with all requirements and has effective policies and procedures to mitigate risk. The college is a secure and safe place to study. It is well maintained and clean. Classrooms are spacious, light and comfortable.
- 4.3 Student registration and attendance records are good. Procedures for monitoring attendance are effective and accurate records are maintained. The college continues to be fully compliant with Home Office requirements for students on Tier 4 visas.
- 4.4 The college provides good pastoral support for students and relationships between staff and students and amongst students themselves are good. Students receive good individual attention within the small class sizes. Students report that they are happy at the college and appreciate the teaching and support provided.

## **5. THE EFFECTIVENESS OF GOVERNANCE, LEADERSHIP AND MANAGEMENT**

- 5.1 The effectiveness of governance, leadership and management is good. All Key Standards continue to be met.
- 5.2 The recommendations in this area from the previous inspection report are:
- Formalise arrangements for gathering information about its operations, communication and decision making.
  - Support improvement planning with rigorous targets, underpinned by specific dates for completion and criteria for success.
- 5.3 Satisfactory progress has been made against these recommendations. Formal minuted meetings now take place during which operational issues are discussed and decisions taken. However, these minutes do not include matters arising so that progress made against actions identified in earlier meetings can be monitored and recorded. The college's strategic plan has a calendar of activities with some specific actions identified. However, the improvement plan lacks clear targets. It does specify dates for completion for many of the tasks, the individuals responsible, or criteria for success.
- 5.4 Oversight of the college's operations is good. The college meets its obligations with respect to health and safety and the appropriate legal permissions are in place. Clear plans for the future direction of the college have been established.
- 5.5 Leadership and management are good and have been effective in improving the quality of teaching and learning. A new academic team has been brought into the college. The college ensures that appropriate checks are undertaken prior to recruitment. Staff files are thorough and are well organised. The team comprise very experienced and well-qualified teachers. Self-evaluation is not yet always successful in identifying the college's key strengths and areas for improvement.
- 5.6 Quality assurance arrangements are satisfactory. The quality assurance process is based on appropriate systems and procedures. These systems have not yet been fully tested or reached maturity at this stage in the development of the college. Students do not have access to a fee protection scheme. Peer observations and formal observations of teaching and learning have been planned but have yet to take place as the new academic team only started a week prior to the inspection. Appropriate feedback systems for students include evaluation forms and tutorials. The procedure for handling complaints from students has yet to be required. Students consider their needs are well met within the small class sizes. Inspection evidence supports their views.
- 5.7 Information available to students is appropriate. The good quality website contains much useful information about the college and its courses. Links are made from the website to key policies including the complaints policy. The college has been helpful in providing the necessary information required for the inspection.

## 6. ACTIONS AND RECOMMENDATIONS

The college has maintained the good quality found at the last inspection.

### **Recommendations for further improvement**

In order to further improve the good quality provided, the college should:

- Ensure that self-evaluation processes are sufficiently self-critical to identify all key aspects of provision requiring improvement.
- Further strengthen improvement planning with clear targets that have specific dates for completion, the individuals responsible, and criteria for success.
- Ensure that minutes of meetings include matters arising so that progress made against actions identified in earlier meetings can be reported and monitored.

## INSPECTION EVIDENCE

The inspectors observed lessons, conducted formal interviews with students and examined samples of students' work. They held discussions with senior members of staff and with the proprietor. The responses of staff to confidential pre-inspection questionnaires were analysed, and the inspectors examined regulatory documentation made available by the college.

### Inspectors

Mr Roger Pilgrim	Lead Inspector
Ms Mareve Kilbride- Newman	Team Inspector