



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

**FOLLOW-UP VISIT**

**BRITANIA COLLEGE**

Full Name	<b>Britania College</b>
Address	4th Floor, 44 Broadway, Stratford, London, E15 1XH
Telephone Number	0203 1300 477
Email Address	zubair@britaniacollege.co.uk
Website	www.britaniacollege.co.uk
Principal	Mr Zubair Rashid
Proprietor	Mr Adeel Ahmed Ansari
Age Range	18+
Total number of students	3
Numbers by age and type of study	18+: 3 FE only: 3
Inspection date	<b>25 March 2015</b>

## **PREFACE**

This inspection report follows the Framework for Educational Oversight Inspections of private further education colleges and English language schools. The focus of the visit is to ensure that the action points and recommendations made during the previous inspection have been adequately addressed.

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.

A follow-up inspection is for those colleges which did not fully meet the required Standards at their last inspection and so need improvement. Inspectors will make judgements on progress against any action points and recommendations made at that time to determine whether Educational Oversight Standards are now fully met. The inspection will not examine any other Standards.

## CONTENTS

	Page
<b>1 CHARACTERISTICS AND CONTEXT</b>	<b>2</b>
<b>2 FINDINGS</b>	<b>3</b>
<b>3 THE QUALITY OF THE CURRICULUM, TEACHING AND LEARNERS' ACHIEVEMENTS</b>	<b>4</b>
<b>4 STUDENTS' WELFARE, INCLUDING HEALTH AND SAFETY</b>	<b>5</b>
<b>5 THE EFFECTIVENESS OF GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	<b>6</b>
<b>6 ACTIONS AND RECOMMENDATIONS</b>	<b>8</b>
<b>INSPECTION EVIDENCE</b>	<b>9</b>

## **1. CHARACTERISTICS AND CONTEXT**

- 1.1 Britania College is a private further education institution situated in Stratford, east London. The company is limited by shares and governed by the proprietor. Established in 2008 as an English language college, the business was acquired by the current owner in 2013 and has been rebranded as a further education and higher education college. The college aims to offer up-to-date education and career-oriented courses.
- 1.2 The principal is responsible for the day-to-day management of the college and reports to the proprietor. A small team of managers supports him. The curriculum consists of a higher national diploma (HND) in business. Students apply directly to the college and are assessed for their academic suitability by a range of skills assessments, including English language levels, prior to acceptance onto courses.
- 1.3 At the time of the inspection the college had three students. These students are UK residents originally from Pakistan. The students are not native English speakers and all are male. The college does not accept students younger than 18 years of age. No students have been identified by the college as having special educational needs and/or disabilities (SEND). No students attend on Tier 4 visas.

## 2. FINDINGS

- 2.1 A follow-up visit for Britania College took place on 25 March 2015 to determine the progress made in implementing the recommendations and action points arising from the Educational Oversight inspection of 23–25 September 2014. The college has made sufficient progress and now **meets expectations**.

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

- 3.1 The action point relating to the quality of the curriculum, teaching and learners' achievements is:
1. Do all courses on offer to Tier 4 entrant international students lead to qualifications or outcomes which meet the definition of approved qualification for home office purpose? **[Standard 4]**
- 3.2 Excellent progress has been made in meeting this action point. The only course now on offer, the HND in business, is a qualification that satisfies the requirements of the home office for Tier 4 entrant international students. All learners on this course have successfully completed the first two modules undertaken.

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

- 4.1 No recommendations or action points relating to students' welfare, including health and safety were made during the previous inspection, when quality requirements were met.



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

- 5.1 The action point relating to the effectiveness of governance, leadership and management is:
1. Have adequate quality assurance mechanisms in place which lead to the improvement of the quality of educational experience or the maintenance of existing high standards? **[Standard 44]**
- 5.2 The recommendations relating to the effectiveness of governance, leadership and management are:
- Ensure that self evaluation reflects college performance.
  - Produce an action plan with SMART targets and review regularly.
  - Ensure systems are in place to enable systematic reviews of college policies.
  - Develop a staff appraisal process which includes the outcomes of observed teaching and student learning outcomes.
  - Ensure all pre-employment checks are undertaken timely and all staff files are managed in a regulated and consistent manner.
- 5.3 Excellent progress has been made in meeting the action point. Quality assurance mechanisms have been further developed. Detailed policies and procedures are now in place with clear plans and processes for the review of these policies. Minutes of senior manager team meetings indicate that that quality assurance issues are scrutinised by college managers. An annual quality assurance cycle has been established.
- 5.4 Satisfactory progress has been made in meeting the first recommendation. A detailed self-evaluation report has been produced outlining progress since the last inspection. However, this tends to be mainly descriptive rather than evaluative, with too few judgements relating to the progress made. It will be easier for the college to make evidence based judgements once results from a group of students are available for analysis.
- 5.5 Excellent progress has been made in meeting the second recommendation. A post inspection action plan has been created featuring action points which are specific, measurable, achievable, realistic and time constrained. The action-plan features clear responsibilities and is reviewed regularly.
- 5.6 Good progress has been made in meeting the third recommendation. All college policies have been redeveloped and systems are now in place to ensure the systematic review of the policies. A quality manual checklist records the date when each policy was last reviewed as well as a date, one year later, for the next review. The many policies produced are not grouped in any way. For example, policies related to staff are not distinguished from student policies.

- 5.7 Good progress has been made in meeting the fourth recommendation. The appraisal system is incorporated into the quality assurance process. Peer observations are undertaken on teachers termly after each module. These observations identify good practice and areas for development. Teachers report that they find the feedback from the observations very useful. Plans have been made to develop formal management observations when the courses have been running for longer. The observation system together with annual reviews which evaluate the success of the course feed into the appraisal system. In addition, feedback from students and student questionnaires; plus tracking and monitoring data on student progress and achievement from the management information system will also feed into the appraisal process. The appraisal documentation is excellent. It includes a section that assists the appraisee to prepare for the appraisal by reflecting and undertaking a self-assessment prior to the appraisal interview. The appraisal system feeds directly into the staff development plan.
- 5.8 Good progress has been made on the fifth recommendation. Staff files are very well maintained with a checklist completed at the beginning of each file. References are taken up on individual teachers. Files contain all the required documentation.

## 6. ACTIONS AND RECOMMENDATIONS

The college has improved the quality of education found at the last inspection.

### **Recommendations for further improvement**

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

- Ensure that the self-evaluation report includes appropriate evaluative judgements about performance and is not just descriptive.
- Streamline and consolidate the many policies produced to group them into functional areas such as policies related to students.

## INSPECTION EVIDENCE

The inspectors held discussions with senior members of staff and with a teacher. The inspectors examined documentation made available by the college.

### Inspectors

Mr Roger Pilgrim	Lead Inspector
Ms Sharon Weston	Team Inspector