

## Richmond Adult Community Learning - You Said - We Did (2017-2018)

YOU SAID	WE DID
2 or 22% of respondents said that the Community Learning's current key strategic priorities were not clear enough.	The current CL key strategic priorities are available on the provider's page of the CL website. This document was also sent to all providers by email during the commissioning phase of 2018-19.
4 or 44% of respondents said that the Community Learning website was only fair or poor.	The website is undergoing changes. This is being managed by Richmond Council's web team and is a slow process. More information and updates have been made since the survey was completed. CL have added Making a Difference document 2017-2018 and the complete list of all providers and their commissioned courses for 2018-2019. Recommendations are welcome.
3 or 33% of all respondents said the funding application form was fair or poor.	The funding application form has been changed several times and stripped back to bare essential criteria. As a result of feedback the document has been slightly amended for contract year 2018-19.
5 or 64% of all responses to this question said the project budget spreadsheet was fair or poor.	The project budget spreadsheet has been changed to a Word version which allows more flexibility. It was used for the first time during the commissioning phase of the 2018-2019 contract year. Providers are free to use either document which are available on the CL website.

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<p>4 or 44% respondents said that it was too difficult or not very easy to bid for Community Learning funds.</p>	<p>The funding application form has been changed several times and stripped back to bare essential criteria. As a result of feedback the document has been slightly amended for contract year 2018-19.</p>
<p>2 respondents said that they would like training in the following areas:</p> <ol style="list-style-type: none"> <li>1. Judging cultural and ESOL aspects of delivering training</li> <li>2. DBS forms for new CL applicants. Writing lesson plans.</li> </ol>	<p>Several new training opportunities have been offered by RHACC for 2018-19. Unfortunately due to the specific nature of the options provided in the survey, these courses cannot be offered. However several excellent bespoke courses are being made available to all providers this contract year which include extensions to those previously offered in 2017-18. RHACC have an excellent range of general Adult Learning courses which also cover teaching &amp; learning activities. These are made available to anyone and providers of CL are welcome to apply. CL and RHACC are emphasising the importance of tutors/providers Recognising and Recording Progress and Achievement of learners. A Checklist of the Five Stages of RARPA is available for tutors and providers. This process enables tutors to deliver good assessment, teaching and learning, which ensures that learner progress and achievements are monitored and recorded.</p>

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<p>5 or 55% respondents said they had either not attended a professional development training course <b>other than those provided by Community Learning in the last 12 months</b></p>	<p>Where possible, providers have been advised to seek courses and opportunities for further professional development. Community Learning recognises its continued responsibility to tutors and providers by providing an annual bespoke training programme delivered by RHACC. These sessions enable tutors to enhance their CPD opportunities and to deliver outstanding teaching and learning opportunities to their learners’.</p>
<p>4 or 44% of respondents said they sometimes or never provide learners with relevant (IAG) Information, Advice &amp; Guidance during their learning activity</p>	<p>This is a poor statistic. The CL Co-ordinator has made continuous efforts to ensure this vital aspect of learning is being delivered. Further training in IAG will be provided by CL and RHACC this contract year as part of the Best Practice in Community Learning session on <b>Wednesday 15<sup>th</sup> May 2019.</b></p>
<p>1 provider or 11% of respondents said they do not have in place clear pathways and progression routes for their learners once the course/activity is completed</p>	<p>It is imperative that all providers have clear pathways and progression routes in place for their learners. The CL Co-ordinator is continuing to monitor this and where required offer advice and guidance to ensure this is taking place at all CL funded activities/workshops.</p>

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<p>1 provider or 11% of respondents said that the CL flyers was not available on this course for them to distribute to their learners.</p>	<p>CL have printed more copies of the CL Flyer and these will be distributed to all commissioned providers prior to their courses starting. There is a reserve stock of flyers available to all providers and learners available upon request. The flyer is also available to download on the CL website as a pdf copy.</p>
<p>4 or 44% of respondents said they do not advise their learners about the Prevent Duty regulations or explain the risks of radicalisation and extremism</p>	<p>This is worrying, and CL have therefore added an additional provider training course to ensure providers are informed and kept up to date about the Prevent Duty regulations and British Values. The CL Co-ordinator will be monitoring this aspect carefully at all contract monitoring visits. The course took place during 2017-2018 and will be repeated on Thursday 24<sup>th</sup> January 2019 at RHACC. All training courses take place at RHACC, Parkshot, Richmond, TW9 2RE. Dates, and times of all training courses in 2018-2019 are available from the CL Co-ordinator and will be distributed to all providers who attend the Provider Contract Monitoring meetings. The next meeting will be on Thursday 22<sup>nd</sup> November 2018.</p>