

Recommendation The QAA review team identified the following recommendations for Preston's College	Action to be Taken	Date for completion	Action by	Success indicators	Progress Update
To ensure information provided to students about assessment results is communicated appropriately	<ul style="list-style-type: none"> ▪ University of Central Lancashire (UCLAN) students to access results via My UCLAN. ▪ Pearson students to receive a letter and printout from Pearson following assessment Board and grade input. ▪ University Of Derby students to access results via Student Centre. ▪ Outline process on Higher Education central My Course page. 	September 2016	Programme Team Leaders(PTLS)/ Administration.	UCLAN students successfully receive results through	All PTLs aware of processes. Students have been informed via course tutors.
Deliberately and routinely enable students to engage in the strategic decision making of the college as partners in their educational experience.	<ul style="list-style-type: none"> ▪ Create student Governor role for HE ▪ Utilise Tutorial slots for feedback ▪ Enable students to attend both Higher skills Quality and standards group meetings.(HSQSG) ▪ Utilise My Course effectively to gain all students feedback on changes to Higher Education at the college. 	October 2016 October 2016 February 2017 January 2016	Head of Learner Experience Head Of School (HOS) Learning and Development Manager(LDM)/Executive Leadership Team(ELT)	HE student Governor in place attending college council meetings Feedback from students collated that influence changes in policy and curriculum development	

Affirmation The QAA review team affirms the following actions that Preston's College is already taking to make academic standards secure and/or improve the educational provision offered to its students	Action to be Taken	Date for completion	Action by	Success indicators	Progress Update
Design and implement an effective approach to the management of placement learning opportunities to provide for strategic oversight and consistent practice.	<ul style="list-style-type: none"> ▪ Develop a Preston's College work placement strategy ▪ Implement standardised procedures to finding placements for learners ▪ Audits of placements standardised across the provision ▪ Work placements and learning opportunities analysed through effective student engagement 	December 2016	LDM HOS PTLs	Student attendance at Board and HSQSG meetings. Work Placement strategy in place Standardised approach to liaising with placement mentors All annual reviews identify progress made in placement and learning opportunities.	
Systematically and effectively implement, monitor and evaluate the College's enhancement processes to support a higher education ethos.	<ul style="list-style-type: none"> ▪ College to review its enhancement priorities. ▪ Create clear Key Performance Indicators (KPIs) for enhancement. ▪ Consult with students on enhancement of programme design, and curriculum. ▪ Contextualise enhancement practices by subject area. 	October 2016 December 2016 February 2017	HSQSG / ELT HOS HOS	KPIs produced and monitored HSQIG confirm that enhancement practices are contextualised and achieved. Students are much more informed and consulted on enhancement within their academic areas.	

The actions being taken by the College to improve information to applicants and prospective students about the admissions process	<ul style="list-style-type: none"> ▪ Flow chart produced for application process ▪ Interviews set up in a timely manner for applicants. ▪ Keep warm letters sent to learners ▪ Letters sent out regarding start dates/times including timetables. 	November 2016	Head of Marketing Administration PTLs	Learners receive letters in a timely manner Offers given in a timely manner Student feedback scores improve to 90% regarding admissions process.	
The steps being taken to develop an institutional higher education annual monitoring report to provide a consolidated overview of all the College's higher education provision.	<ul style="list-style-type: none"> ▪ HSQSG to agree draft report in June 2016. ▪ College Institutional report to be produced in October 2016. ▪ Report to be ratified at HSQSG and Quality & Standards group 	November 2016	HSQSG LDM HSQSG	Institutional report produced for 15/16 HE provision	

This action plan outlines plans to respond to the recommendations and affirmations from the Preston's College QAA HE Review in April 2016. The full QAA HE review report for Preston's College can be found on the QAA Website [HERE](#).