



## STUDENT ENGAGEMENT POLICY

<b>Policy owner:</b>	ASSISTANT PRINCIPAL Student Experience.
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## 1. Purpose

- This policy aims to enhance student experience through outlining the ways in which students are actively involved in all aspects of their learning journey through college life and beyond.
- This policy takes account of students' individual circumstances, whilst providing a
- supportive learning environment applying a trauma informed learning approach, which enables all students to achieve their full potential.
- The student experience is enhanced through developing student voice and engagement activities to develop wider skills.
- Through student engagement we develop quality processes and systems, we do this by using individual and collective feedback from students filtering through to all quality improvement processes at United Colleges Group. This includes a variety of channels and forums which enable students to feedback, contribute and engage in processes, policies and activity that form the quality of the student experience.
- Student involvement can have a positive influence on the delivery and development of any aspect of the student educational experience. UCG is committed to ensuring that all students are empowered to co-create their own learning experience both in formal and informal learning.
- The views of students, individually and collectively, should inform student engagement plans and quality and enhancement systems with the purpose of improving the student educational experience both for current and future cohorts.

Aspects of the educational journey into which students can offer insight to United Colleges Group include:

- Application and admissions journey.
- Induction and transition into college life, higher education, and the World of Work.
- Programme and curriculum design, delivery and organisation;
- Curriculum content;
- Innovative teaching delivery; Learning opportunities in and outside the classroom.
- Employability, through external work experience and Work-Related Activities.
- Industry Standard learning resources.
- Enrichment activities both internal and external including all aspects of staying safe.
- Student mentoring. support and guidance.
- Wider engagement opportunities fostering the development of wider skills, career development pathways and citizenship.
- Assessment of learning for ongoing development.

## **2. Scope**

All students (FE and HE) are entitled and encouraged to participate in the development and application of student engagement across Teaching Learning and skills at UCG.

## **3. Policy**

### **3.1 Student Involvement in Quality Assurance and Improvement**

All students, full time and part time, at United Colleges Group have the opportunity to be involved in our quality assurance and improvement in a manner and at a level appropriate to them.

United Colleges Group is committed to carrying out the following:

- enable active participation in our quality assurance and improvement by gathering and acting on feedback from students obtained through surveys, focus groups and individual dialogue.
- implement open and transparent mechanisms, agreed with students, to nominate and elect United Colleges Group Student Representatives.
- Provide on-going support for students in their roles.
- Monitor, review and enhance the effectiveness of our policies and procedures for engaging students in quality assurance and improvement.

### **3.2 Student Involvement in Learning and Teaching**

Student engagement in learning and teaching refers to students' active involvement in making improvements to the learning environment and enhancing the learning experience. This may be through involvement with students' individual studies, and/or the structures and processes that review and improve learning and teaching.

United Colleges Group recognises that student engagement in learning and teaching is important for the following reasons:

- Active participation encourages our students to take more responsibility for, and have ownership of, their learning, and this improves their academic and college experience;
- Student engagement in learning and teaching recognises the different goals, approaches and motivations of each individual student as well as the collective student voice;
- Active engagement of our students is the main channel through which we are able to get feedback from our students, helping us to develop and improve all aspects of college life;
- Partnership and collaboration between our students and staff helps create mutually beneficial learning communities, improving communication and ensuring students are listened to;
- Student engagement in learning and teaching enables students to develop confidence by putting forward ideas and solutions for discussion;
- Student engagement in learning and teaching enables skills development for students, which improves their employability.

### **3.3. Students as active citizens gaining employability through engaging in external Work Experience and Work-Related Activities.**

The ongoing development of UCG World of Work Hubs and mini hubs, allows consistent support for a student to roadmap their career goals alongside their studies. The hubs allow for a confidential environment to research career goals gain Careers. advice, and through active employer engagement, support gaining work experience and development of work-related activities both internally and externally.

- Careers road mapping supports the students to greater understand their journey into the world of work.
- Students form key links with potential employers early in their career journey.
- Employers provide interview preparation support and act as mentor to develop employability skills of students.
- Using the agreed platform, Navigate to capture and monitor progress on the work and related experience Journey, to ensure a single coherent record of the student employability journey.

### **3.4 Student involvement in wider student engagement and enrichment activities**

Through the development of student voice, student engagement and enrichment activities will be tailored to meet students' preferences whilst taking into consideration the wider context of skills and active citizen development as the key to gaining the most from their time at college. UCG, through discussion with students and through student representative and forum structures, commits to facilitating and developing a range of clubs and activities designed to support the development of wider skills with the impact of:

- Students are likely to be better motivated and more likely to achieve their personal learning goals
- Students' soft employability skills, such as communication, negotiation, advocacy and life skills can improve.
- Students can thrive and achieve through the promotion of healthy lifestyle and wellbeing.
- Engagement can open horizons, develop aspiration and provide opportunities beyond the curriculum
- Involvement and engagement lead students to develop the employability and active citizenship skills needed to be effective and successful in society.
- Using the agreed platform, Navigate, to capture the Student Experience Journey.

### 3.5 Developing the Student Voice - the journey from informed to empowered.

It is the aim and ambition of United Colleges Group for students to develop their voice via a mode of available channels made available to them. This will enable and empower them to take on more decision-making roles and become co-creators of their own learning. To do this, students will be equipped with the necessary student engagement infrastructure to move from being *informed* to being *empowered*. There are a number of ways United Colleges Group enables students to be informed, be consulted, be involved and be collaborated with, ultimately with the overall goal of engaging students to the point where they are empowered:

- **Inform** – presentations, meetings, Digital dissemination of information.
- **Consult** – survey responses, focus groups, student forums, student conferences
- **Involve** – student representatives and ambassadors, Student Council, Student Governors, Staff recruitment interaction panels
- **Collaborate** – students on specified committees: students attend meetings and contribute to institution-wide management decisions
- **Empower** - student organised peer consultations, peer support – student ambassadors.

The many features of student engagement are outlined below in a series of “Learning Principles”. These Learning Principles demonstrate the practical ways in which student engagement in learning and teaching can be understood at United Colleges Group and how we ensure accessibility and fair representation of all students and all cohorts.

### 3.6 Learning Principles

- **Engaging** -We are aware that it may be more difficult for some students to engage, so we are committed to making sure all students have an opportunity to contribute - we make sure we listen to all voices through using a variety of mediums.
- **Involved** -So that students become involved in decision-making processes, we make sure students have enough background information to become involved and make contributions. We actively seek and value and encourage students to make suggestions that we listen and respond to.
- **Communication**-By giving students regular, constructive feedback, students are able to review their own performance and progress. With staff, they develop their own learning goals and have a clear pathway to success.
- **Skills** -We encourage students to learn and develop their skills in lessons and outside of them, to build confidence, improve communication skills and to become a valuable member of the College and wider community.

- **Employability**- Students are able to identify and articulate the skills they gain from these opportunities. By becoming a valued member of the College community and developing relationships with staff and other students, employability skills are developed as well as the professionalism of students.
- **Collaborate**-We want as many students as possible to contribute and get involved, so we make sure we publicise opportunities and ensure they can access them at times and in ways that suit all students.
- **Role Models**- We train students so they can carry out formal roles – this includes an induction and ongoing support. There is also the opportunity to take up formal roles, such as being a member of the Students' Council, for example. In this role students can speak on behalf of their Curriculum area, career cluster or entire College.
- **Community**-As student engagement is such an important part of College life for students, staff also get involved in engagement activities and have training to make sure activities are suitable and accessible to all students.
- **Reward**-We recognise and appreciate student involvement and will make sure that students are recognised and rewarded for their contributions.
- **Review**-So that we can continue to make improvements and improve the learning environment for all students, we will continue to review the effectiveness of student engagement and the impact it has on learning and teaching and larger outcomes.

### 3.7 Framework for Student Engagement

The Assistant Principal for Student Experience will oversee the creation and monitoring of the College's student engagement action plan and ensure it continues to be relevant to students and the College Group. The aim of this is to ensure that our engagement with students enables student empowerment in their time at United Colleges Group.

This includes:

**Student Engagement with Institutional Committees** – these include the College Governing body and appropriate committees where students contribute valuable opinions and suggestions to Governors and senior managers, based on their student experience and learning

**Student Engagement at Curriculum Level** –one student from each class group is elected by fellow classmates to represent them as a Student Representative. They will carry out duties as follows:

- Find out the opinions of other students in their class and then feed this back in Class Representative meetings with staff members.
- Make sure all opinions, concerns and questions are raised in Class Representative meetings on behalf of fellow students.
- Engage with other students and make time to speak to them.
- Meet with key college support managers, curriculum managers, tutors and support staff to share views.

- Provide two-way feedback between curriculum managers and classmates.
- Work with Student Support team members to produce a Calendar of Events and deliver a range of extra-curricular activities.
- Contribute to reviews of courses, curriculum and assessment.

**Student Support Team Management** - Student Support Managers (with the Student Support Teams) will provide on-going training to the Student Representatives and act as a key liaison point between Student Representatives and senior management and teaching staff so that Student Representatives are fully supported.

### **Monitoring and Reviewing of Processes**

The College will ensure that adequate resources are made available to promote this Policy effectively and is committed to reviewing this Policy on a regular basis, in line with models of good practice as identified in the good career guidance, aligning to the eight Gatsby Benchmarks.

To further enrich the experience of students and ensure they collaborate in all aspects of improvement in the College, a programme of Student Engagement activities and opportunities will be developed and embedded via a Student Engagement Action Plan with the objective of the student body achieving greater control over their own learning experience and shaping all aspects of college policy and the direction of travel for student engagement.