



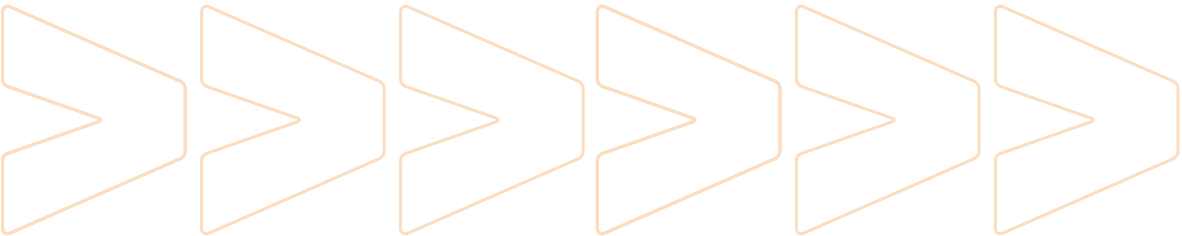
# ANNUAL REPORT

2021/22



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# INTRODUCTION TO SHIPLEY COLLEGE



**Shipley College is situated in a unique environment in the UNESCO World Heritage site of Saltaire. Our main campus consists of 5 buildings within the village, with a range of community learning and commercial training courses delivered across the region and beyond.**

We are proud to both serve and reflect our local community and are active in celebrating our cultural and ethnic diversity through an inclusive and welcoming curriculum offer that broadens horizons, ignites ambition and prepares our students for life in modern Britain. We offer high quality vocational education that opens the doors to sustainable employment - meeting the needs of local and regional businesses by providing a pipeline of talented students and apprentices that are work-ready and able to contribute.

We offer full time courses for school leavers, traineeships, apprenticeships and supported internships. Adults can access part-time courses and apprenticeships to gain skills for professional and personal development and Access programmes are on offer for those wanting to go to university. We also deliver significant project work and a wide range of leisure courses that develop skills and knowledge, inspire lifelong learning, bring people together and build a stronger community.

Students are able to choose from a wide range of subjects that are delivered by highly-qualified industry professionals with the experience and teaching skills to bring learning to life. Our pathways include: Childcare, Health and Social Care (including T-Level qualifications) that meet the needs of the NHS and local care providers in Bradford; Computing, Accountancy and Business courses that train our future experts in Finance, Data Analytics and Cyber Security; Horticulture, Floristry and Greenkeeping provision that prepares students for an active, outdoor career; Art & Design and Creative Media qualifications that support students to progress into careers in marketing and the arts, and Sports and Travel & Tourism qualifications. We also have extensive Foundation Learning provision (with a significant number of High Needs students) Rail Engineering, significant project work to help the unemployed access work, full cost courses, Access to HE, PGCE, Cert Ed and first step teacher education provision.

In February 2020 the College was inspected by Ofsted and graded as Good. The College achieved Matrix re-accreditation in May 2020 for the period of 3 years.





# SHIPLEY COLLEGE'S MISSION STATEMENT

To provide the highest quality, inspirational education and training that meets and exceeds the ambitions of individuals, businesses and communities.

## OUR CORE VALUES

### Inspirational Culture of Collaboration and Partnership

A supportive team working closely with our stakeholders in a spirit of trust and integrity.

### Aspiration, Professionalism and Achievement

Striving for excellence in a safe, sustainable environment, while supporting all students to achieve their personal best and to progress to their next steps in work and life.

### Responsiveness

Meeting the needs and exceeding the expectations of students and employers, both locally and regionally, responding to government initiatives and our local community.

### Equality and Respect

Celebrating the diversity and inclusion of our students and staff.



We are ambitious for our students, and committed to increasing their opportunities to achieve and progress. Some examples of our tailored provision include:

### PART-TIME COURSES FOR ADULTS

Our wide range of part-time courses for adults continued to attract over 3,500 enrolments for 2021/22. Our students benefitted from gaining new skills, interests and insights whilst making new friends and industry connections.

Lifestyle and Leisure courses continue and students have been attending evening classes including Ceramics, Sewing, Life Drawing, Photography, Languages, Pilates, Yoga, Ballroom Dancing, Cake Decorating, Gardening for Pleasure & Flower Arranging.

These, and other courses have supported individuals to achieve their career goals and continue their personal development.

### SECTOR-BASED WORK ACADEMY PROGRAMMES

The College works in partnerships with several employers, across various sectors, including Care, Horticulture and Rail to deliver sector based work academy programmes.

The training includes vocational qualifications along with employability and customer service courses. Advisors work closely with SkillsHouse (Bradford Council), Jobcentre Plus and employers to plan and deliver the training. All students have a guaranteed interview at the end of the programme.

### T LEVELS

The College was one of the first providers in the UK to begin delivery of the new T Level qualifications in 20/21. T Levels are Level 3 qualifications, equivalent to 3 A levels and students complete a substantial industrial placement.

Our first cohort of Digital Production, Design and Development students successfully completed their qualification in Summer 22 gaining good grades alongside meaningful placements where they had worked alongside computing professionals. In 21/22, the College introduced additional T Levels in Education and Childcare, Health and Business Services (Digital). Ofsted visited in December 2021 as part of their review into T Levels. The T Level offer will continue to grow in 22/23.

### ART & DESIGN STUDENTS

Art & Design students have been involved in various projects including producing several editions of CRAMM the student magazine for students, by students. Throughout the year they have taken part in the three day Makers Fair, designed the Rumpus Burger Christmas window, an exhibition for the Jubilee in Shipley Market place and the end of year Art & Design exhibition. The leisure provision has also grown exponentially with new courses such as Life Drawing and Ceramics providing very popular. We have now re-branded as the Mill School of Art

for all aspects of craft, design and art.

### MUSIC TECHNOLOGY STUDENTS

Year 1 and 2 Music Technology students were involved in two major projects throughout the academic year. Both involved organising and running live music events for Caroline Street Social Club. These took place in December and June - receiving positive feedback on both occasions. The events consisted of live music performances and DJ sets. Students from both groups also met with two guest speakers from the industry. In Term 1 David Ayres (songwriter / vocalist) met with the group to give an insight into his experience of performing and recording. It was a good opportunity for learners to ask questions about touring, marketing and record label contracts. In Term 2 Ross Elliot met with learners to discuss music mentoring opportunities in the local area. He also shared his experiences of working as a DJ. The group also engaged with a virtual workshop with a lecturer from Spiriti Studios in Manchester. They operate as a professional studio, as well as offering HE courses. The session covered compositional techniques, which learners found very useful.

Finally, the Salt School of Music was launched towards the end of the academic year. The Marketing team worked closely with the music team and students to rebrand and develop the department's marketing materials and section on the College website.





## CAREERS IN TECHNICAL EDUCATION INITIATIVE (CTE)

Shipley College is an active participant in Bradford Council's industrial Centres of Excellence initiative, now re-branded the CTE. Together, we promote the participation of our students in projects to gain the skills and insights that are sought after by employers and industry, thereby enabling them to enter skills-gap careers within the Leeds City Region. After initially leading on the Centre of Excellence for Business (CE:B) for students studying Business and Computing & IT courses, our involvement expanded to include: Health and Care; Sciences & Environmental Technologies; Public Services and Law, and Creative Digital & Arts. In collaboration with the CTE, we actively engaged with local schools, colleges and universities to promote career pathway progression within the region.

In Summer 2022, four of our students were short-listed as finalists in the Outstanding Student of the Year by the Employer led boards in recognition of the development in their vocational area, with three winning in the Business, Creative Industries and Health & Social Care categories. Three won their category for the Essential Skills Student of the year for: Social & cross-cultural skills, Productivity and accountability and Initiative & Self-Direction. The L2 and L3 students from Creative Industries were awarded the prestigious Sustainability Award. Four of our Employers were short-listed as finalists for the Bradford CTE Partnership, Outstanding Business Contribution of the Year 2022 including: Future Transformation; Exa Networks; Ogden Fulfilment and Hays Travel. Two of our staff were short-listed as finalists for the Outstanding Educator of the Year 2022. Our former Principal, Nav Chohan also won the Long-standing Contribution Recognition Award 2022.

## CHANGE, GROW, LIVE (CGL) FORMERLY UNITY BRIDGE PROJECT

The College has been working with CLG since 2015. This charity supports people to change their lives for the better including those affected by drug and alcohol misuse, mental health conditions, and housing and offending issues. Despite the challenges of the pandemic, during 2021/22 we delivered Level 1 and Level 2 Preparing to Work in Adult Social Care each term. There were a total of 62 enrolments with a success rate of 96.8%. Following the continued success of the project and the positive outcomes for the charity, they have committed to continue to work online with Shipley College in 2022/23.

## BRADFORD WORKS

Bradford Works is our social enterprise that operates from our Land-based Department.



We have provided 7 work experience placements for full time students, 5 health & well-being placements and 84 supported placements for people who joined the job training programme to develop their confidence, employability and practical horticulture skills. Bradford Works permanent staff provide on-the-job training and mentoring for our work placement students. The team also delivered grounds maintenance contracts for a variety of local organisations in the area including local parish councils, care homes, Bradford Council, Incommunities and here on-site at Shipley College.



## ESOL PROJECTS

We ran two highly successful Better Start-funded ESOL projects this year. ESOL for Pregnancy targeted pregnant women with an ESOL need and aimed to increase their confidence in dealing with pregnancy and birth. ESOL with Infants was a new venture this year and involved short programmes for adults with an ESOL need and their babies/infants. Each week on the course is based around a picture book and activities involve increasing confidence in literacy, storytelling and communication. Both transformational projects hit their funding targets, achieved 100% pass rates and critically, achieved a 100% satisfaction score from participants.



## ESOL WITH INFANTS

Anaya (pictured) is originally from Pakistan but she has lived in Sudan, Italy and Ireland before moving to Bradford. Salina is nearly 2 years old. Before the project she had 1 book for Salina in the house so now she is really happy to have started a little library!

Anaya attended every single week of the course and found it really beneficial. She said;

*"I really enjoyed this class. I like new books and stories, and we did nice talking in English. I am so happy in this class. Thank you so much!"*

## BESPOKE CUSTOMER SERVICE TRAINING

Shipley College delivers Customer Service training to both individuals and to businesses. The training is delivered online or face to face, and during 21/22 the College delivered the training to several organisations as part of their in-house training and development.

Shipley College planned and delivered the training 'Walking in my Shoes' in consultation with NHS professionals. The training programme was healthcare-specific and available for all customer facing staff in the NHS and Care services in the Bradford area. Over 135 members of staff across various health organisations attended the training.

This was then rolled out to Bradford Metropolitan District Council along with City & Guilds Level 2 Customer Service which was developed in partnership with managers at the Council - 65 learners undertook this course.

The College also delivered the Customer Service training for 50 members of staff at ACS Business Supplies, including WorldHost Principles of Customer Service, to enable them to apply for WorldHost Business recognition.

*'I really enjoyed this training, a great reminder of the principles we all know but can sometimes forget when busy or stressed at work.'*





# APPRENTICESHIPS



**The College has continued to develop its apprenticeship offer with local employers and is the provider of choice for many of the businesses and schools throughout the district.**

We offer a day release model for the off the job training, which incorporates individual sessions for English and maths.

The employers have been attracted to the College through a combination of good employer support, information, advice and guidance, plus the high quality of teaching, learning and support for the apprentices.

Employers value our excellent recruitment and selection service. Employers we work with include:

- > Bradford Council
- > Yorkshire Housing
- > Bradford City Football Club
- > Woodhouse Grove School
- > Pendle Sportswear
- > The Children's Place Nurseries
- > Rushtons Insolvency Limited
- > Bradford Care Trust
- > ACS
- > Beckfoot Academies Trust
- > Incommunities
- > Saltaire Primary School
- > Bradford Diocesan Academies Trust
- > Cosmos Supplies

Apprenticeships in Children & Young People's Workforce and Specialist Support for Teaching & Learning are proving the most popular Standards and many schools and nurseries now rely on apprentices as a key part of their workforce. Apprenticeships in Business Administration, IT, Infrastructure Technician and Assistant Accountant are also in high demand, with the largest growth being in Adult Care, including Leader in Adult Care at Level 5.



*"I felt like an apprenticeship would be more beneficial to me rather than A Levels or a BTEC. I chose Horticulture to further my career and knowledge in this industry."*

*The most rewarding part of my apprenticeship is learning about new methods of doing things within the industry and developing my skills."*

**William, Horticulture Apprentice**



*"The most rewarding thing about my apprenticeship is building relationships with the children I work with and being able to watch them learn, develop and grow as a result of the teaching and support given to them by myself and my colleagues."*

**Alice, Childcare Apprentice**

*"My working week can change all the time as I work in the community, going into service user's homes, working with the individuals to promote independence."*

*No days or shifts are ever the same! I really enjoy my job. I am a mature student, so A Levels or a BTEC wasn't an option for me."*

*I would highly recommend doing an apprenticeship through Shipley College to all my friends because of the enjoyment it gave me whilst learning to pass my diploma."*

**Wendy, Health & Social Care Apprentice**





# HIGHLIGHTS OF THE YEAR

## SHIPLEY COLLEGE ANNOUNCES NEW PRINCIPAL & CEO - DIANA BIRD

Diana Bird was appointed as the new Principal & CEO. Diana began her role in September 2022 following the retirement of Nav Chohan who was in the post for 13 years.

John Egan, Chair of Governors said: *"The corporation would like to extend our congratulations to Diana and wish her every success in her new role!"*

Diana brings a wealth of knowledge to the role having worked in the Further Education sector in numerous roles, including many years working at Shipley College. With a degree, and master's in Cultural Studies to her name, Diana is a qualified teacher and ESOL subject specialist with a background in teacher education.



## FORMER STUDENT'S BBC SUCCESS

George Webster, 21, a former Creative Media student at Shipley College, joined the CBeebies channel as a guest presenter and the first CBeebies presenter with Down's syndrome.

George is an actor, dancer, presenter, public speaker and ambassador for the disability charity Mencap.

Debbie Morrisroe, Course Coordinator said: *"He was chosen because he is so warm, engaging and fun in his presentation style and a perfect fit for CBeebies House."*



## APPRENTICESHIPS UNLOCKED EVENT

Hundreds of people flocked to the first ever Apprenticeships Unlocked event hosted by Shipley College, giving young people the chance to connect face to face with employers and discuss live apprenticeship opportunities.

Organised in partnership with Keighley College, Bradford College, Bradford Careers & Technical Education Partnership (CTE), SkillsHouse and the West Yorkshire Consortium of Colleges, the event aimed to celebrate the benefits and opportunities available with apprenticeships while connecting thriving Bradford companies with potential new employees.

The event space was packed with companies from sectors such as IT & Digital, Manufacturing, Public Services and Engineering all showcasing the plethora of vacancies available across the Bradford district.

**APPRENTICESHIPS**  
UNLOCKED

## FLORISTRY STUDENTS WIN TOP PRIZE AT HARROGATE FLOWER SHOW

Our talented final year Floristry students scooped the top prize at Harrogate Flower Show, winning a Gold award and the Best College Exhibit category!

Competing against five other Colleges, the students created a stunning display around the theme 'Masterpiece.' Taking inspiration from Gustav Klimt's iconic painting 'The Kiss,' the design reflects the richness of nature and the connection between humankind and the natural world. Working together using solely sustainable methods, the group arranged vibrant floral pieces to mirror the use of gold leaf in the original painting, varying angular and softer shapes embraced with each other, similar to the couple depicted by Klimt.



## COLLABORATIVE APPRENTICESHIPS

Shipley College was one of the first colleges to develop and deliver its 'Enhanced Apprenticeships' courses in addition to the training received on standard apprenticeships. These include customer services, mental health, digital and leadership skills.

Linda O'Donnell, Director of Business Development at Shipley College said, *"The Enhanced Apprenticeship qualifications will bring additional awareness, skills and confidence to apprentices. This will benefit them in the workplace now, and with their long-term career prospects."*

## DUKE OF EDINBURGH AWARDS

This year 126 students from across the College signed up for the Duke of Edinburgh Bronze Award Program, committing themselves to take part in 4 sections over the course of the College year. The Award involves each candidate completing three initial sections; Volunteering, Physical & Skills, committing to an average of an hour per week for 3 months and for one of these for 6 months.

They also had to complete training in preparation for their final section, the Expedition, which involved many sessions out and about (as well as few indoors) practicing the skills they would need to take part in their assessed Expedition.

In the end 70 students completed their final Expedition section after taking part in a 2 day one night self sufficient camping adventure as part of a small group of between 4 and 7 students. In addition to the 70 who achieved the full award an additional 26 students completed the Award of Achievement by successfully completing the 3 initial sections.





# HIGHLIGHTS OF THE YEAR

## SALTAIRE MAKERS FAIR

Level 3 Art & Design students took part in Saltaire Makers Fair as part of Saltaire Arts Trail weekend. This was a fantastic opportunity for the students, gaining experience of running their own stall and selling their work alongside 65 professional artists and makers. The students had a hand in all aspects of the event, from creating work to sell, packaging and planning the best way to present their work, setting up their stall, handling sales and speaking to visitors.

Showcasing an impressive standard of work, from printmaking and painting to ceramics and crochet, the group made just under £1000 worth of sales and received some brilliant feedback from the fair organisers.



## ADVENTURE WEEK

Students got the chance to get out of the classroom and into the wonderful local area during Adventure Activities Week.

There was a climbing wall at Exhibition Building where students got to challenge themselves (or friends!) and see how fast they could complete the course. Others went up to Baildon Recreation Centre to have a go at archery.

Kayaking groups took in the stunning scenery of the Leeds to Liverpool canal. Other students took off through Hirst Wood to do some biking trails.

*"I loved climbing on the big wall. It made me feel free and it was really enjoyable and fun."*

## GET INTO RAIL

The College launched its first pilot course working in partnership with Northern Rail and Network Rail. Students got a taste of what it is really like to work in the rail industry, and what opportunities there are in various service areas of the organisations.



## FOUNDATION LEARNING DO MACBETH

In January, Entry Level 2 learners participated in an ambitious performance of Macbeth, including a special appearance from Principal Nav and Vice Principal Diana!

The students learnt all about William Shakespeare, participating every Monday in a rehearsal for the performance. They worked on building confidence and teamwork skills which linked to two of their course units.

Everyone thoroughly enjoyed taking part and performing for their families and everyone at College.

## STAFF WELLBEING DAY

The College staff wellbeing day took place in May.

Some of our staff went to Salt Pots in Saltaire to paint designs on blank ceramics. Other staff booked in for a neck and shoulder massage with Hälsa Wellbeing. Staff also got involved in a Knit & Natter session and many more activities linked to feeling well, moving well and eating well.

The day also included the Great Shipley College Bake Off with cakes being judged by 2015 Bake Off contestant Sandy Doherty, being sold and the money donated to Bradford Mind.



## ESOL YORKSHIRE DALES TRIP

Full-time ESOL students had an excellent residential trip to the Yorkshire Dales in March. They did orienteering in Malham on Day 1 and helped to build a footpath in Linton on Day 2.

For many students it was their first time outside of Bradford since they arrived in the UK.

They learnt lots of practical and social skills and had a brilliant time!

## MUSIC TECH STUDENTS PERFORM

Music students were involved in planning and preparing the end of year performance which we showcased at Caroline Street Social Club. This was a great opportunity for students to perform a variety of genres from cover versions to their own pieces of music.



## RESULTS SUCCESS

Huge celebrations in order as our students, part of the first wave of T Level students in the country, receive fantastic grades this Results Day. The flagship national qualification includes a 45-60 day industry work placement to enhance students' skills and offer real-life experience of work environments.

We were one of the first in the country to facilitate these new government-driven qualifications, offering T Levels in Digital, Health, and Education & Childcare with more subjects to offer the pioneering qualification in coming years. These courses have been designed in collaboration with leading employers to provide the skills that businesses across the region are actively looking for when recruiting new staff.



# STRATEGIC PARTNERSHIPS

**The College maintains a strong profile in the District with a broad range of employer, community, economic, charitable and educational networks.**

For example, the College has continued active membership of the West Yorkshire Consortium of Colleges (WYCC) and the Association of Colleges (AoC).

The Principal's roles include:

- > Member of the Bradford District Health and Social Care Economic Partnership Board
- > Member of the Bradford District Education and Skills Board
- > Member of the Bradford District Careers and Technical Education Board
- > Member of the AoC Yorkshire & Humber Principals' and Chairs' Forum
- > Member of the West Yorkshire Employment & Skills Panel
- > Chair of the West Yorkshire Skills Partnership
- > Member of the West Yorkshire Economic Recovery Board
- > Member of the AoC Cities and Towns Policy Group
- > Member of the West Yorkshire Consortium of Colleges

The Vice Principal Curriculum and a range of managers and staff maintain active peer relationships with other colleges.

The Vice Principal Curriculum is also a member of Bradford District Careers and Technical Board, the West Yorkshire Consortium of Colleges Joint Venture group, the AoC Mental Health Advisory National Policy Group, The Bradford SEND Strategic Partnership Board and attends the AoC Senior Managers' Group and conferences. The Vice Principal Finance attends the Finance Directors' Groups and AoC Finance conferences.

Other staff attend the Association of Colleges meetings in Human Resources, Governance, Business Development, Higher Education, Estates, Health & Safety and Marketing. College managers chair the regional AoC English and Maths Group and the Bradford ESOL Consortium.

Key employer connections include national organisations such as ASDA, Skipton Building Society, Royal Bank of Scotland, Royal Mail, ACS Business Supplies Ltd, CeX, Innovate UK, Hollins Hall Marriott Hotel & Country Club (now part of Britannia Hotels), the BBC, Bradford Council and Craven Council

Local organisations include Hays Travel, Merchant Quays, Bradford Broadcasting Local Radio Station, Incommunities Ltd, Accent Housing, Corporate Travel Management, Knightsbridge Furniture Production, Martin & Co Estate Agency, Rance Booth Smith Architects, Ison Harrison Solicitors, Little Ducklings Nursery, Xpand Marketing, Exa Networks and BTL. Community organisations include the Cellar Trust, Prism Youth Project, Bradford Disability Sports & Leisure and Impact Gamers.

The Head of English works closely with Better Start, Bradford on the ESOL for Pregnancy and ESOL with infants Project, supporting pregnant women and new parents with ESOL needs throughout their pregnancy, birth and parenthood. They are also very involved with the Bradford ESOL consortium run by Bradford Council Integration Group to coordinate ESOL delivery at a district level.

ESOL for Pregnancy courses were particularly successful this year offering language courses for pregnant women with English needs. The work supported about 120 women last year through carefully-developed six-week online courses. Delivered by an experienced ESOL tutor at Shipley College, the courses help women talk to their midwife and other health professionals and take control of their pregnancy and labour. They aim to help pregnant women understand the importance of a healthy pregnancy to their baby's development and well-being.

# WORKING WITH EMPLOYERS

**In 2021-22, the College kept up its proud record of working closely with many local employers, to provide placements and experience for our students, and a future pipeline of skilled staff for our employers.**

We continued to work with valued employers who have been providing placements for over a decade, such as Czajka, Kiddi-Creche and Rainbows PDN, and extended year-on-year relationships with partners like New Choices (formerly HFT), who have been offering regular placements now for several consecutive years.

We created new partnerships with the likes of LS29, a holiday club for young people with special needs, and our new T Level provision has generated some very exciting new opportunities for employer relations, with the likes of Neoniq Solutions, a private physiotherapy company, offering our T Level students alternative health placements. Meanwhile Bradford District Care Trust T Level learners undertook NHS community health placements before moving across to Bradford Royal Infirmary placements, and two T Level Digital Production, Design and Development students impressed their employer, Exa Networks, so much that they have offered both employment - even after their university degrees.

Exa, a Bradford-based infrastructure and internet services provider, also took on a third T Level student on permanent employment, while John Dearden, Computing tutor, spent a day in August shadowing Exa staff as part of our assurance that all teaching staff and assessors have completed industrial updates in the workplace.

These workplace updates have also included College staff spending time with the conflict resolution team and Bradford District Care Foundation Trust, in nurseries and in schools, including for specialist provision.

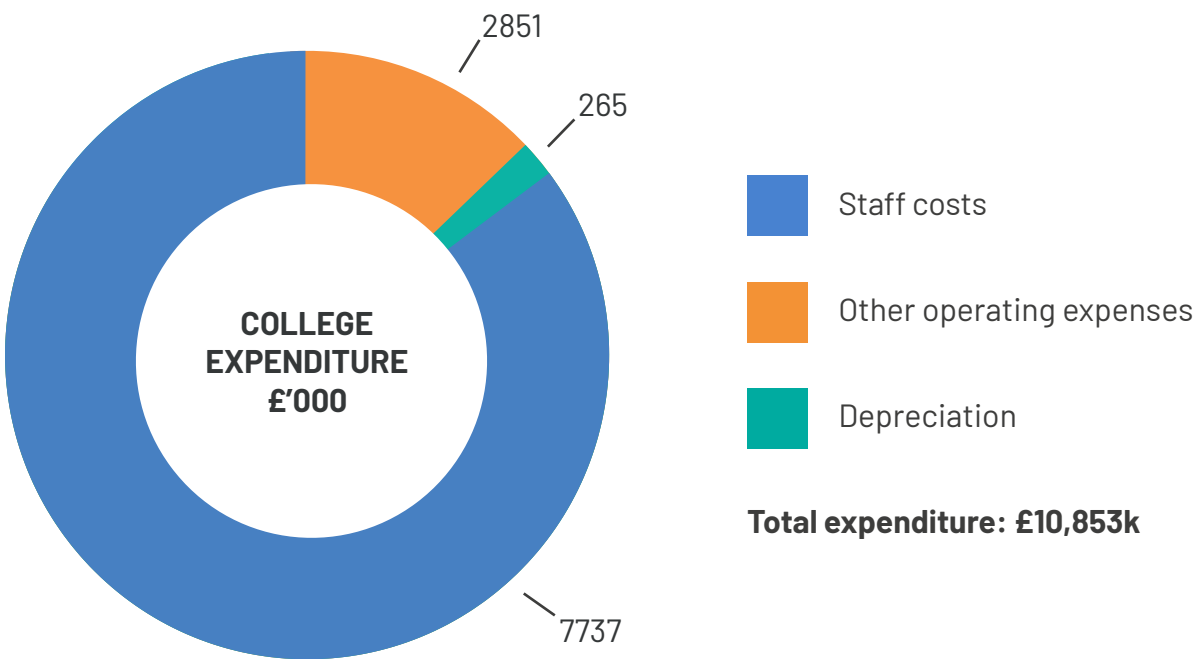
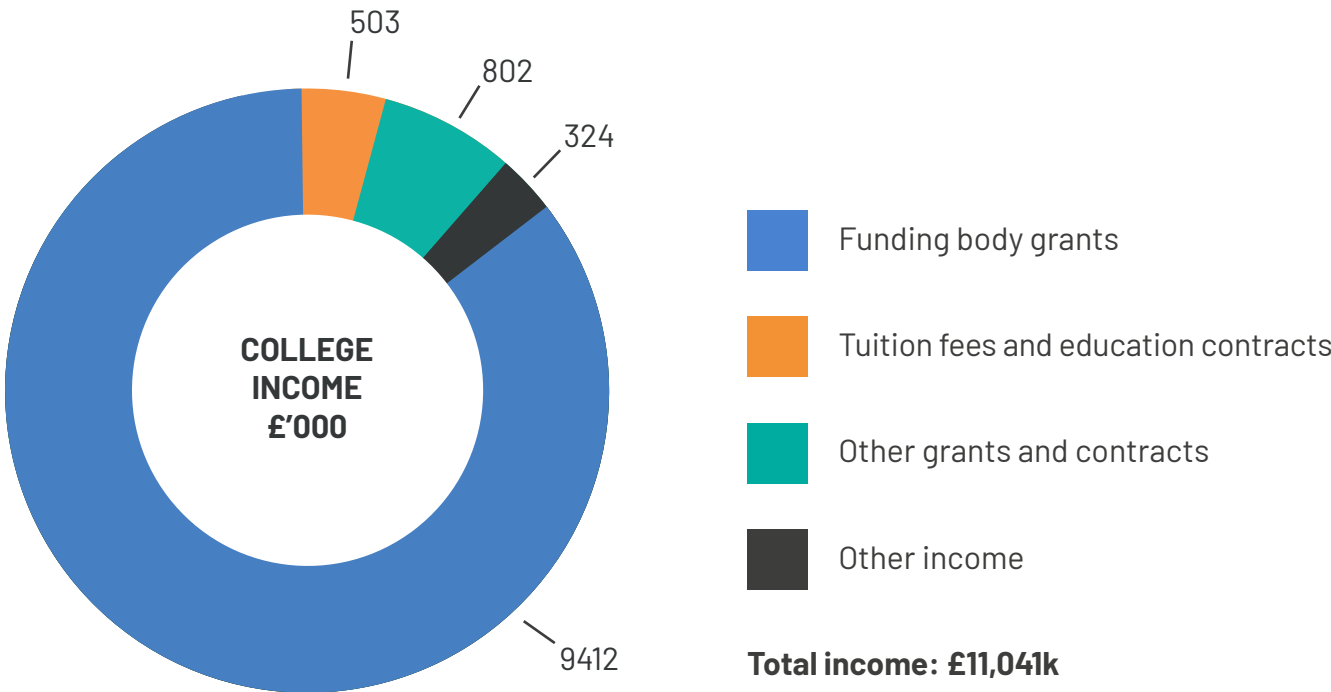
We also strengthened our ties with ACS in Baildon, who deliver master classes in college and take on students on placements - one of which was taken on permanent employment after their course. ACS also invited Jackie Porritt, Apprenticeship Course Coordinator, to spend an industry insight day with them.

Alongside all this, we are launching our Employer Endorsement Scheme, to encourage local employers to help review curriculum content and ensure it is up to date and relevant to their sector. This was on the back of Saltaire Primary School wishing to become an endorser for Early Years, as they take so many of our learners year on year, and numerous local businesses have already expressed their interest in getting involved with this fledgling scheme.





# FINANCIAL OPERATING POSITION



**Operating surplus** £188,000

Earnings before interest, tax, depreciation and amortisation (EBITDA) 1.7%

# COLLEGE STATISTICS

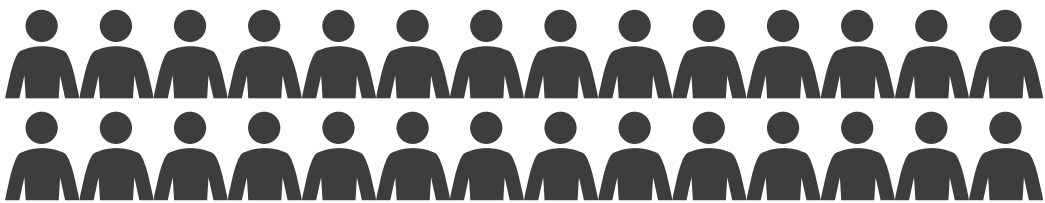
**746** young people studied with Shipley College in 21/22 – 16-18 year old students attained an achievement rate of **84%**, and students with high needs attained an achievement rate of **91%**

**1480** adults studied with Shipley College in 21/22, attained an achievement rate of **85%**

**98%** Achievement by adult students on Access to HE programmes was **98%** and **95%** went onto university

**61%** We had **321** apprentices – **61%** of those completed their apprenticeship, against a pre-Covid national average of **64.7%\***

**4%** At Shipley College, the average days lost due to staff absence in 21/22 was **4%** – a small Covid-affected increase on the previous year, but falling in line with reported figures for Yorkshire & Humber



As of 31 July 2022 the College employed 390 people which represent 207 full time roles. From this 305 people have a direct teaching role which represents 148 full time teaching roles



\* National average used from 2018/19



# STUDENT TESTIMONIALS



"I had amazing teachers who were like second parents to me. The tutors taught me many things beyond Travel & Tourism like how to write a good personal statement, what jobs to look for and other life skills too."

Shannon, Travel & Tourism student



"I wanted to do an apprenticeship so I could combine what I've learnt in the classroom with the experience of on-the-job learning and apply it in the real world."

Sebastian, Greenkeeping apprentice



"I gained valuable experience in networking solutions, increased my employability skills, as well as making industry connections and learnt about the working environment in the IT industry."

Nathan, Digital T Level student



"Completing this course has been life-changing. I haven't been out of work since I qualified with Shipley College. There is plenty of work, you just have to work hard and be committed to the job."

Richard, Rail Engineering student



"We get a warm welcome from all of our tutors. We all get to do lots of activities and try new things."

Lillie & Atika, Foundation Learning students



"I would like to recommend this course to my friends and relatives because Shipley College will help our future plans and the study is very advantageous."

Esha, ESOL student



"The Access course has enriched me with personal development and academic skills as well as skills such as time management, organisation and creativity. All this has increased my confidence and determination to go on to university."

Ifraz, Access to Higher Education student



"I am half way through my Access course and I've passed my English Level 2 whilst being at Shipley College. I have re-enrolled to continue with my Maths. The tutors here are super supportive and encouraging, helping me with my anxiety and lack of confidence throughout my studies. I now feel I can believe in myself because my tutors did too. The tutors have helped me massively to reach for my aspirations and achieve them all."

Kelly, Maths & English student



"My tutors have worked with me to help me feel supported in and out of class and I have gone from not having any full qualifications from school, to starting my degree with the Open University this October."

Leigh, Level 2 Adult Social Care apprentice





# GOVERNORS SERVING ON THE COLLEGE BOARD DURING 2021/2022

Name	Date of appointment	Status of appointment	Committees served
Mr J Egan	Nov 2009	Member	Chair of the Corporation Member of C&Q, Search, Remuneration
Mr N S Chohan	July 2009 (Resigned Aug 2022) (Accounting Officer)	Principal	Member of Search, F&R, C&Q
Ms Ranjit Arora	Jan 2022	Member	Member of C&Q
Ms J Beaumont	Oct 2012 Reappointed Oct 2019	Member	Member of C&Q, Search, F&R, Remuneration, Chair of Search
Mr J Curtis	Jan 2021	Staff Member	Member of C&Q, Audit
Mr D Butcher	Apr 2015 Reappointed Apr 2022	Member	Member of F&R, Search Remuneration
Mr N Hainsworth	July 2007 Reappointed July 2010	Member	Member of Audit
Mr P Hunter	Dec 2016	Member	Member of C&Q
Mr M Hussain	Jan 2021 Reappointed Dec 2021	Member	Member of Audit
Ms G Jeffrey	Jan 2021 Reappointed Dec 2021	Member	Member of F&R
Ms C O'Connor	Mar 2020	Member	Member of C&Q
Mr J Parker	Apr 2015 Reappointed Apr 2019 Resigned Apr 2022	Member	Member of C&Q, Audit
Ms K Robinson	March 2020 Reappointed Mar 2021	Member	Member of C&Q, Search
Ms W Rowan	Dec 2015 Reappointed Dec 2020	Staff Member	Member of C&Q, F&R
Mrs S Tinsley	Apr 2021	Member	Member of C&Q, Audit Remuneration
Mr P Whittle	Apr 2021	Member	Member of F&R
Miss F Modak	Sept 2021 Resigned July 2022	Student Member	

### Clerk to the Corporation:

Mr J Stott (Resigned Aug 2022)  
Mrs D Carter (From 30th Aug 2022)

### Non Corporation Members co-opted to serve on College committees during 2020/2021

Name	Date of appointment	Status of appointment	Committees served
Mr P Webley	Dec 2018	Externally Coopted Member	Search, Audit, Remuneration

# GOVERNANCE UPDATE

### CHAIR OF THE CORPORATION – JOHN EGAN

John is a semi-retired business owner and IT Consultant with over 50 years of experience in all aspects of the IT industry, having worked with local government, commercial and not-for-profit organisations. Since 1982 he has held more than a dozen directorships.

Born in Leeds, he began his IT career as a mainframe operator in 1969 and in 1978 moved into software development and design, becoming Technical Director for a Nottingham-based start-up company in 1981. He took the opportunity in 1984 to join an elite team in Kentucky (USA) developing a new programming language for IBM mini-computers.

Having returned to the UK, in 1986 John set up his own Software “Centre for Excellence” in Bradford, securing contracts with some large clients, including British Airways, British Steel, and Speedo in the UK, as well as contracts in Europe, the Middle East and the USA. Having grown the company from an initial three-man team to fifteen, he sold the company to the Management in 1998 and moved to Tucson (USA) to work on projects, including tribal court systems for Native Americans and shipping software for DHL.

John first became involved with Shipley College in the early 1990s after taking Software Development students on placement. He was invited to join the college’s ICT Employer Advisory Panel in 1993, subsequently becoming a Governor in 2010 and recently becoming Chair of the Corporation.

### SEARCH COMMITTEE

The Search Committee met four times in 2021/22. The Committee considered the 2021 Skills Audit which informs the Recruitment Policy and Practice of the Corporation. They considered the outcome of the Corporation and Committee Performance Reviews and considered areas to improve performance. They considered a review of the Code of Good Governance for English Colleges and reviewed the 2021/22 individual member attendance report, training and development undertaken, updated the Committee’s Terms of Reference and recommended the reappointment of members whose term of office was due to expire during the 2021/22 academic year. The Committee considered the composition of the Corporation in terms of experience, skills, ethnicity, gender, and age group. The members reaffirmed that the diversity of the Corporation in terms of ethnicity, gender, and age group is important and is considered when vacancies are filled. However, this depends on the applications received and meeting the skills and experience required to meet the Corporations strategic objectives.

### EQUALITY, DIVERSITY & INCLUSION

During 2021/22 the Curriculum & Quality Committee met three times. The members considered the 2020/21 EDI Annual Report covering student and staff data on age, disability, ethnicity and gender. This report is available on the College website. They also considered two HR reports, including a report on gender pay. Outcomes for learners were considered as part of the annual Self Assessment Report. The updated E&D Policy was reviewed and approved. EDI was the governors’ chosen theme of the year.

### SAFEGUARDING

The Ofsted Inspection in January 2020 reported that the arrangements for safeguarding are effective. Governors, leaders and managers place a high importance on keeping learners and apprentices safe. Those responsible for safeguarding are suitably trained. They deal with safeguarding disclosures and concerns swiftly and effectively. Leaders responsible for staff recruitment have ensured that managers follow effective safe recruitment guidelines. Pre-employment checks are thorough, and take place before new employees start working at the College. Leaders have a detailed and comprehensive ‘Prevent’ duty action plan that clearly identifies local risks and challenges.

The Safeguarding Liaison Governor has been an integral part of the College team and a valued member of the Safeguarding Management Group. The Safeguarding Liaison Governor has attended meetings with the Designated Safeguarding Lead and has kept up to date with the ‘PREVENT Risk Assessment and Action Plan.’

All governors are provided with key updates and completed mandatory safeguarding training. Governors approved the Annual Safeguarding Report, which provides information on student referrals, cross College learner positive behaviour management, College security, online safety (with particular focus on keeping learners safe from acts of terrorism or being drawn into terrorism or other forms of grooming), safe procedure on contractors and subcontractors on premises, safety of learners on external placement and reporting of staff mandatory safeguarding training.

Following the Ofsted review into “Sexual abuse in schools and colleges”, staff, governors and students at the college have undertaken training to develop a whole organisation approach to creating a culture in which everyone knows that sexual harassment and violence is not tolerated.

### COMPLIANCE

The College endeavours to conduct its business:

- i. in accordance with the seven principles identified by the Committee on Standards in Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership);
- ii. in full accordance with the guidance to colleges from the Association of Colleges in the Code of Good Governance for English Colleges (“the Code”);

In the opinion of the Governors, the College is working towards compliance with all the provisions of the Code. The Governing Body recognises that, as a body entrusted with both public and private funds, it has a particular duty to observe the highest standards of corporate governance at all times. In carrying out its responsibilities, it takes full account of The Code of Good Governance for English Colleges issued by the Association of Colleges in March 2015, which it formally adopted on 14 July 2015.

The Clerk ensures compliance with all applicable procedures and regulations and maintains a register of financial and personal interests of the members of the Corporation.



# SUSTAINABILITY

Leaders and managers have a very positive approach to sustainability. In 2017/18 Shipley College was the first college in the world to sign up to the UN's Sustainable Development Goals (SDG) Accord which was launched by the Environmental Association for Universities and Colleges (EAUC).

The SDG Accord inspires, celebrates and advances the critical role that education has in delivering the goals and the value it brings to governments, businesses and wider society. The SDG Accord is a commitment that learning institutions are making to one another to do more to deliver the goals, to annually report on each signatory's progress, and to do so in ways which share the learning with each other, both nationally and internationally. Our fourth SDG Accord report was submitted to the UN SDG (United Nations Sustainable Development Goals) mandatory reporting team in spring 2022.

The 17 UN SDGs are integral to Shipley College's mission to make a positive difference for the College, inspiring continuous improvement in both educational and operational activities. Leaders and managers have overseen the embedding of the 17 UN SDGs within College and our local community.



Foundation Learning Students taking part in a litter pick in the local community.

The Sustainability Action Plan (SAP) is being implemented using the Sustainability Leadership Scorecard (SLS). The SLS scores are updated every year and uploaded to the EAUC. Targets are given to the leads of the SLS to work on in the next year. The SLS scores were given to EAUC in spring 2022. The 21/22 report shows that we have to date achieved 84% of our target score, demonstrating very good progress. The SLS is due to be updated by the EAUC in Autumn 2022, which could impact scores for the next academic year due to updated criteria.

The College continues to partner and promote community food growing with Veg on the Edge. We compare estates data with the Association of Colleges Yorkshire & Humber Estates Group to share good practice metrics and good practice annually. The College is also a member of the EAUC, and a range of staff attend EAUC events.

During summer 21/22 the Shipley Sustainability Team along with SMT plans for the next academic year to be the "year of the SDGs". This includes a range of staff development sessions and the WYCC sustainability project, that Shipley College is leading on. This good practice will be embedded throughout the College, continuing into the future.



1 NO POVERTY

2 ZERO HUNGER

3 GOOD HEALTH AND WELL-BEING

4 QUALITY EDUCATION

5 GENDER EQUALITY

6 CLEAN WATER AND SANITATION

7 AFFORDABLE AND CLEAN ENERGY

8 DECENT WORK AND ECONOMIC GROWTH

9 INDUSTRY, INNOVATION AND INFRASTRUCTURE

10 REDUCED INEQUALITIES

11 SUSTAINABLE CITIES AND COMMUNITIES

12 RESPONSIBLE CONSUMPTION AND PRODUCTION

13 CLIMATE ACTION

14 LIFE BELOW WATER

15 LIFE ON LAND

16 PEACE, JUSTICE AND STRONG INSTITUTIONS

17 PARTNERSHIPS FOR THE GOALS

SUSTAINABLE DEVELOPMENT

GOALS



# YOUTH SOCIAL ACTION

Youth social action (YSA) is young people taking the lead to make a positive difference, and drive forward change in their communities and the world around them. Through YSA young people learn how to use their voices and take action on issues that matter to them.

## GOOD FOR ME, GOOD FOR FE

In 2021/22 we supported the Good for ME, Good for FE national campaign, which promotes food bank donations and volunteering opportunities in local communities. A key reason for focusing on this project is the high levels of social deprivation in Bradford and the surrounding areas. Another key focus was to promote the link between good mental health and well-being through volunteering.

The project had a socially impactful benefit to the community with 770 items donated to Bradford North Food bank. Food bank Bradford North recognised and thanked the College for its contributions. Students across the college are more aware of how many people need to use food banks and the benefit and positive impact these services provide.



## FIRST GIVE

First Give is a 10-week project where students get the chance to learn about social issues and what local charities are doing to tackle these issues. As a group, they then chose an issue they think affects their local area and a local charity to support. They then meet the charity and carry out a social action activity to raise awareness and money.

At the end of the projects, all groups participate in a final. They create presentations of all the work they've done over the course of the project and pitch for £1,000 prize money, which the winning group gives to their chosen charity. It is clear when watching the presentations that students have seen how socially impactful activities have a clear intended benefit to a community, cause or social problem, and how important it is to take action for what they care about.



## PEER MENTORS

At the end of the last academic year we trained up a group of peer mentors to be ready and available to support new students in September 22 with adjusting to College life. We have peer mentor representatives from each sector who hold termly drop-in sessions, for people to come and ask questions and get to know them. The peer mentors want to make sure no one ever feels alone at college so are also planning some events and activities for students to get involved in.

## EDI SUMMIT

The EDI Summit successfully brought together three colleges from across the Bradford District and allowed them to share good practices and discuss how they could work towards better Equality, Diversity, and Inclusion in their establishments.

Students from Shipley College were joined by their peers from Bradford College and Craven College in the Centre of Excellence to discuss EDI issues that matter to them.

The students were inspired by keynote speakers who introduced concepts relating to 'becoming their authentic selves' and covered a range of EDI topics including disability, race, chronic illness, culture, and female empowerment. This included former Shipley College student Callum Stoneman and his guide dog Iggy.

Students were then given the chance to speak in groups with a range of learners from other colleges about their thoughts and feelings surrounding EDI, including mental health education, culture and celebrations, disability and chronic illnesses and LGBTQIA+ rights and pronouns.



## SUSTAINABILITY

All full-time students took part in an introduction to sustainability PSHE session. This gave the opportunity for students to have discussions around sustainability, learn what local charities are doing to tackle environmental issues and how they can get involved and take part in socially impactful activities. This session led to thinking about what social action they could do to make a positive difference and making a hands-on plan for the following week.

For example; Travel & Tourism and Creative Digital Media students decided that they wanted to focus on plastic pollution so they went out into the local area with The Canal & River Trust to do a litter pick.

Partnering with The Canal & River Trust, opens up future opportunities for students to get involved in more volunteering or events that the charity is running. These activities were socially impactful as students got the chance to clear their local area from litter and they could see the impactful work they took part in and understand why it is important to get involved. Residents of the local community stopped multiple times to thank the students, which in turn helped to motivate the students, which also helps to tackle negative stereotypes towards youth.

Alongside this, Next Steps and Business students chose to support biodiversity by making recycled plastic bottle planters & butterfly feeders which were placed around the College gardens.







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