



## Review for Educational Oversight: report of the monitoring visit of St Peter's College of London Ltd, September 2014

### Section 1: Outcome of the monitoring visit

1 From the evidence provided in the annual return and at the monitoring visit, the review team concludes that St Peter's College of London Ltd has made acceptable progress with continuing to monitor, review and enhance its higher education provision since [the previous monitoring visit](#) in September 2013.

### Section 2: Changes since the last QAA monitoring visit

2 The College's Tier 4 Licence was reinstated in December 2013 and the College is now actively seeking to recruit international students. Since the previous monitoring visit the College has reviewed its provision and no longer offers the Association of Business Executives diplomas or the Association of Computer Professionals qualifications. At the time of the visit the College had seven students, four on the Pearson level 7 Extended Diploma in Strategic Management and Leadership (EDSML) programme and three on the Organisation for Tourism and Hospitality Management (OTHM) level 6 and level 7 diplomas.

### Section 3: Findings from the monitoring visit

3 The suspension of the College's Tier 4 licence in 2013 and subsequent review of its provision has impacted on the recruitment of students and its ability to take forward planned developments. The College delivers its revised provision to a small number of students on Pearson and OTHM programmes, and hopes to grow significantly during 2014-15. The level 6 and 7 provision has yet to be reviewed by the awarding organisations.

4 The College Handbook remains a useful source of information for staff and students, and key policies and procedures are now aligned to relevant chapters of the UK Quality Code for Higher Education (Quality Code). Content is reviewed by the Board of Directors to ensure that policies and publications are consistent with external requirements and recommendations. The Handbook for Pearson programmes, however, does not fully reflect the requirements of the awarding organisation or the Quality Code as it covers both the HNC/D in Business as well as the level 7 EDSML in one document, as noted by the Pearson Academic Management Review. The current OTHM handbooks contain significant awarding organisation-devised information, which, while accurate, is not customised to the College's delivery. The handbooks are undergoing review and revisions, and the OTHM handbooks have not yet been distributed to students.

5 Action plans have been introduced and linked to the minutes of committee meetings. The action plans clearly track items along with individual responsibilities, progress and deadlines. As noted in the Pearson Academic Management Review monitoring report, more detailed minutes and evaluation of actions would assist with identification of areas for enhancement.

6 The College continues to support students effectively through access to individual academic staff and tutorials. These mechanisms were employed to help students from another provider which lost its license, to successfully complete their HND in Business

programme. Formative and summative feedback is constructive and timely, as confirmed through student surveys. The internal verification of student assessments is clearly tracked, although there is limited evidence of explicit evaluation of resulting actions.

7 The quality of teaching and learning is supported through staff development, the implementation of teaching observations and consideration of student feedback. Students are encouraged to approach their tutors and College staff about any issues. Matters raised by students are discussed, progressed and monitored through monthly meetings.

8 Student applications are carefully scrutinised to ensure that awarding organisation entry requirements are satisfied. English language capabilities are checked, including through completion of an in-house test. All students are interviewed and previous certificates are authenticated to ensure skills are at the required level.

## **Section 4: Progress in working with the external reference points to meet UK expectations for higher education**

9 The College has made progress with updating and amending its policies and guidance in the College Handbook and ensuring that these reflect the expectations and requirements of external reference points, including the relevant chapters of the Quality Code. The College Handbook continues to serve as a key reference document for the management of quality and standards. The College intends to continue its development of policies and procedures to further align with the expectations of the Quality Code, especially those related to teaching and learning. A separate Student Handbook provides the student body with clear information about College regulations, academic expectations and policies. The College has reviewed its admissions policy and practice and plans to also review and align its teaching, learning and assessment strategies with the expectations of the Quality Code.

## **Section 5: Background to the monitoring visit**

10 The monitoring visit serves as a short check on the provider's continuing management of academic standards and quality of provision. It focuses on progress since the previous review. In addition, it provides an opportunity for QAA to advise the provider of any matters that have the potential to be of particular interest in the next monitoring visit or review.

11 The monitoring visit was carried out by Mrs Mandy Hobart (Coordinator) and Dr Martin Lockett (Reviewer) on 15 September 2014.

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