



STUDENT & EMPLOYEE CONSULTATION STATEMENT	
1.	Purpose
	To outline the SMB Group's approach to consulting with employees and students across the organisation.
2.	Scope
	This agreement covers all employees, students and partners of the SMB Group
3.	Policy Statement
	This policy provides a fair, transparent and inclusive approach to consultation with all stakeholders of the SMB Group.
4.	Responsibilities
	As defined in the statement
5.	Equality and Diversity Impact Measure
	The Group has considered the Equality and Diversity implications in relation to the rules set out in this document. It does not consider them to unduly impact upon any protected group.

Date Policy Written Original Policy undated
Date Approved by Executive Not given

Date Approved by Governors/
(where applicable)

Version	Date	Status & changes	Author
1	Not given	New Statement	E Scotford
2	September 2022	Reviewed and Updated	L Craddock



1.0 INTRODUCTION AND GENERAL PRINCIPLES

- 1.1 The Education Act 2011 and subsequent changes to the Instrument and Articles of Government requires the Corporation, under Article 3.1.2, to publish arrangements for obtaining the views of staff and students on the determination and periodic review of the educational character and mission of the institution and the oversight of its activities.
- 1.2 The SMB College Group welcomes and values the views of staff, students and stakeholders and uses these views to inform its strategic review processes.

2.0 STUDENTS

The views of students are obtained through:-

- Students' Union
- Students' Union Executive
- Students' Council
- Student Representatives from Curriculum Area
- Student Focus groups
- Students' Executive / Management liaison
- Curriculum Reviews
- Lesson Observations
- Course Reviews and Evaluation
- Course Representatives
- Student Surveys (Internal and External)
- Equality, Diversity and Inclusion Student Group
- Board of Governors Curriculum Links
- Quality & Standards Committee
- Student Governors
- Quality Self-Assessment Cycle
- Cross College Student Conference
- Suggestion Boxes

3.0 EMPLOYEES

3.1 The views of staff are obtained through:-

- Staff Surveys
- Staff Focus Groups
- Performance Reviews
- Departmental Meetings
- Team Meetings
- Joint Consultative Meetings
- Principal's Briefings
- Quality & Standards Committee

- Board of Governors Curriculum Links
- Governors Annual Strategy and Development Forum
- Staff Governors
- Quality Self-Assessment Cycle
- Equality, Diversity and Inclusion Committee and related sub-groups
- Website and Intranet

The above methods are not exclusive and will be kept under review. As other media and technology develops, alternative and additional means of consultation may be considered and introduced.

The results of consultation and the views of staff and students are utilised by the Board of Governors, its committees and the management team to inform the review of the strategic direction of the College and address issues that may arise.

4.0 REVIEW

- 4.1 The statement will be reviewed by the Governance & Search Committee at least every three years, in liaison with managers, the Human Resources Department and the Quality Department.