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David Bucknall  
Nova Training  
3 Lower Lichfield  
Willenhall  
WV13 1PX

Dear David,

### **Ofsted survey inspection programme – Moving through the system**

Thank you for your hospitality and co-operation, and that of your staff, during my visit on Tuesday 2 December to look at work on developing the future economic well-being of learners on your Entry to Employment (E2E) programme. I also looked at how well arrangements are made to support learners as they progress from your programme.

The visit provided valuable information which will contribute to our national evaluation and reporting. Published reports are likely to list the names of the contributing institutions, but individual institutions will not be identified in the main text without their consent.

The evidence used to inform the judgements made included:

- An initial meeting to discuss your E2E programme and the impact on your learners
- A meeting with staff responsible for your programme
- Two observations of parts of lessons
- Review of documentation and learners' files
- Meeting your Connexions personal adviser
- Meeting individual learners.

Overall, your work in developing the future economic well-being of your E2E learners is good with some outstanding areas including excellent development of personal and social skills. Learners develop a good level of self-confidence and team-working skills. They have a good understanding of the options available to them after their programme and are developing a good appreciation of the skills and attributes necessary for success in the workplace.



INVESTOR IN PEOPLE

### **Features of effective practice:**

- Overall, achievement and standards are good. Progression rates into further education, work-based learning and employment are satisfactory at 59% for leavers in 2007/08. The percentage of leavers progressing into employment with no training has decreased significantly from 35% to 17%. Achievement in the wide range of qualifications is very good at 88% at the end of period three for 2008/09. This encourages learners to view learning as a pathway to employment and ongoing training. The development of personal and social skills is excellent with learners gaining in confidence. Personal development within the first six weeks is significant.
- The well-planned and diverse E2E curriculum includes all the areas within economic well-being. Schemes of work and session plans are cross-referenced to the five outcomes of Every Child Matters. The curriculum focuses on individual needs and progression. The wide range of relevant qualifications and activities includes key skills, health and safety, work skills, career planning, customer service at level 1, motor vehicle at level 1, construction at level 1, citizenship, personal and social development and work experience. Kick Start, the programme for young people not in education, employment or training, offers an alternative opportunity for those not yet ready for the main E2E curriculum. Effective use is made of the good links with external agencies, including Connexions, schools, the local authority and employers, to enhance the activities for learners.
- The well-planned work experience includes excellent preparation sessions where learners discuss appropriate behaviour and dress standards and have an opportunity to practise their interview skills. Learners on work experience attend the training centre one day a week to continue working on their individual targets.
- The wide-ranging work with schools is well resourced and includes involvement in the new diplomas. Pupils have the opportunity of unit accreditation in construction and motor vehicle and are involved in additional motivational projects.
- Links with Connexions are very good. The post-16 Connexions personal adviser is actively involved in the E2E programme and meets learners when they start and carries out reviews at six weeks and 22 weeks. There are also good links with the pre-16 Connexions personal adviser.
- Leadership and management of economic well-being and careers education are good. The focus on offering relevant qualifications has significantly improved achievement rates with a substantial increase in the number of learners who achieve one qualification or more. Excellent partnership working and the wide range of programmes provide good opportunities for learners to develop their future economic well-being and progress into further education, training and employment.

### **Areas for further improvement, which we discussed, include:**

- Increase the progressions into further education, work-based learning and employment with training.
- Collect data on the impact of Nova Training's work with school pupils on their destinations at age 16.

I hope these observations are useful as you continue to develop the E2E curriculum and economic well-being in your organisation.

As I explained, a copy of this letter will be sent to your local authority and will be published on the Ofsted website. It will also be available to the team for your next inspection.

Yours sincerely

*Jan Lloyd*

**Jan Lloyd HMI**