

Procedures for Obtaining the Views of Staff and Students

Author:	Head of Governance
Version:	2
Effective Date:	March 2026
Date of next review:	March 2029
Reviewed and recommended by:	Policies and Security Group 24/2/26
Approved by and date:	Board of Governors 18/3/26
Ratified by and date:	n/a
Publication:	Website, Sharepoint

This policy and procedure is subject to The Equality Act 2010 which recognises the following categories of individual as Protected Characteristics: Age, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex (gender), Sexual orientation, Disability.

Alternative Format

This policy is available in alternative formats, to request this, please email marketingcampaigns@mkcollege.ac.uk

Procedures for Obtaining the Views of Staff and Students

1.0 Introduction

In accordance with the Education Act 2011, Article 3 (1) (aa) of the College's Instrument and Articles of Government requires the Governing Body 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.

2.0 Purpose

Periodically, the College sets out to gain the views of the wider community it serves which includes internal as well as external stakeholders. The purpose is to have a say in how the College fulfils its mission and vision, and for the College to amend and adjust its position, as appropriate, in response.

The views of Staff and Students, along with the wider community, are vital to shaping the direction of the College. This document lists the media used for consultation.

3.0 Procedure

The following media may be used to gain feedback from Staff:

- Staff Surveys / Questionnaires
- Staff Briefings by the Leadership Team
- Teaching & Learning Forums
- HE Academic Board
- Managers Meetings
- Staff Governors
- Engagement with the review of the Strategic Plan
- Staff Intranet / Viva Engage
- Joint Consultation Committees

- Focus Groups
- Unity (Online Newsletter for Colleagues)
- Exit interviews
- Staff Conferences and Development Sessions
- Unions
- Peakon
- Employee Networks

The following media may be used to gain feedback from Students:

- Student Council
- Student Conference
- Focus Groups
- Student Governors
- Student Union
- Student Surveys
- Virtual Learning Environment (VLE)
- Social Media
- National Student Survey (HE students) (subject to qualifying numbers)
- Alumni
- Complaints Feedback & Complaints analysis
- Student Induction
- Friends and Allies Network
- Talk to Us function on the MyMKC app

The feedback methods are kept under regular review to ensure they are fully accessible and meet the needs of Staff and Students and the Governing Body in obtaining a range of views.