

## Care and Guidance Report November 2020

### Acting Assistant Headteacher: Miss Fiona Harrison

#### **New Parents' Welcome Evening and Year 10 Meet the Tutor**

These well-established events took place in September and October 2020 to offer parents the opportunity to find out more about their daughter's year ahead, curriculum and pastoral opportunities as well as an opportunity to meet the tutor. Of course, this year this was all done virtually. So, Mr Cable recorded messages from the relevant SLT members, Year Leader and Form Tutors and put them together in video format. This was then put onto the school website by Mrs Bates. We had many views, so we will continue with this format during COVID times.

#### **Year 11 and 12 Wellbeing Day**

In the absence of the Year 11 Leadership Conference and with the need for wellbeing support – HEL and MCH arranged a day of wellbeing talks for Year 11 and 12. Year 12 attended the talks in the morning and they had the additional provision of some Art therapy sessions running. Year 11 attended the talks in the afternoon. The feedback has been positive – it is essential that we are listening and responding to wellbeing and mental health needs at this extraordinary time.

#### **Counselling Provision**

We continue to use Renew Counselling service. 10 hours of counselling a week. This is constantly under review to ensure that we get the best value for money. We also use CARA (Centre for Action on Rape and Abuse) and EWMHS (Emotional Wellbeing and Mental Health Service) by appointment. The School Nurse is available for lunch time drop-in service and some extra appointments. This service is well used. The school nurse provision is available to us at no charge, as part of our Healthy Schools Awards provision. DV incidents are brought to our attention through the school nurse. She also helps us with referrals to other services.

#### **Safeguarding**

All staff, including invigilators and volunteers, have received their refresher Level 2 Safeguarding Training. All staff have signed to say that they have read and understood KCSIE 2020 – this has been updated this year. VGO has attended the Two-Day Mental Health First Aid Training Course. All staff are vigilant and inform FHR if they have any concerns. These are then recorded on My Concern. FHR runs a weekly Safeguarding Briefing for Year Leaders and MPA. This means the team can get together to discuss best practice. It also gives us a chance to discuss if anything needs addressing before the weekend.

#### **MyConcern**

[MyConcern](#) continues to be a great investment and is used effectively by all staff. **All staff are aware** how to report a concern on the **electronic system**.

The DSL, Fiona Harrison and DDSL, Stephen Lawlor, Emma Ledwidge, Jo Cross, Michael Palmer and Katharine Adams can also see all concerns raised on the system, which also analyses referrals and the nature of concern. **All concerns are** logged electronically and reviewed and timely and appropriate referrals are made to Social Care or Family Support. Child In Need and Child Protection Case Conferences are always attended by School.

#### **PSHE Programme**

Sabina Buckley has taken over the PSHE role. She has updated many areas of the curriculum. She has also been organising the Sixth Form provision as EHI is on maternity leave. Year 8 have had their FGM session. Following this session, we have decided to push back the Year 7 FGM lesson to the Summer Term – they are not ready for the information at this stage. SBU is currently organising a Peer Led Sex Ed morning to run on Friday 20<sup>th</sup> November with Year 10. They missed the original day as it is usually

run on the last Enrichment Day in the Summer Term. Clair Maslin in the front office is doing an excellent job supporting and collating new materials from the PSHE Association.

### **Free School Meals**

Parents are reminded, via every school newsletter, of the path to apply for Free School Meals as follows. This information is also on the school website.

*If you are in receipt of a qualifying benefit: Income Support, Job Seekers Allowance-Income Based, Child Tax Credit (Working Tax Credit is not a qualifying benefit. There are some non-qualifying benefits) If your taxable annual household income is less than £16,190.*

*If the above apply you may qualify for free school lunches.*

HOW TO APPLY: Go online to [www.essex.gov.uk/educationawards](http://www.essex.gov.uk/educationawards)

Or request an application form from the Education and Awards enquiry line on 0845 603 2200.

This will also go on the Pastoral Twitter feed.

### **Pastoral programme in Year groups**

Each year group has its own pastoral programme for form time and year group noticeboard to raise the profile of these. All involve some 'Stand up, Speak out!' activity as well as an activity that is focused on developing grit and resilience. A full overview of the activities for all year groups has been shared with Stephen, and SLT/Year Leaders may pop in at any time to observe these.

During 'Black History Month' a team of sixth form students put together a programme of workshops, assemblies and a short film viewing. This was well received and kept the importance of BHM at the forefront of everyone's mind. The students have also been lucky enough to experience a programme of short films put together by the Eco/CHIPS prefects for Eco Week.

### **Year Leaders**

All Year Leaders deal with individual pastoral problems as they arise, including extended illnesses, family and friendship issues, accusations of bullying, misuse of the internet and occasions of suspected theft. They liaise with students and parents to resolve issues and ensure that all of their girls are working to the best of their ability. They continue to monitor the progress and attainment of the students in their year group to ensure that appropriate support is in place to enable them to address issues as early as possible. They provide an action plan for those students who need support after each round of TA Data. Year Leaders also play an active role in their Meet the Tutor Evening and their relevant Parents' Evening. Year Leaders meet regularly and are confident in their support of their cohort. They have been particularly busy this term dealing with the aftermath of the national lockdowns and the impact COVID is having on our community.

### **Year 7 – Mrs Nina Lewis**

We have welcomed 180 new students into Year 7 and they have made a fantastic start. They have coped extremely well with the new demands and have been able to adapt to life at secondary school. Friendships have formed and are blossoming, and on the whole the year group is full of positivity energy. The Year 7 settling in survey showed that students were happy, fulfilled and really enjoying their time so far.

They have relished the opportunity to get involved with the new extra-curricular timetable, participation is high across all clubs and a number of them have offered to organise student-led clubs too. Their enthusiasm for house balloon tennis was incredible, their sense of team spirit was infectious. They are finding their voices already with their year group assemblies and they are already being labelled as a year group to watch in terms of their sporting abilities.

### **Year 8 – Miss Hayley Busby**

It has been an exciting start to the year so far for Year 8. Despite missing school for nearly half of their Year 7 academic year, they have settled back into CCHS life with great enthusiasm and rigour. Not a day goes by that I can't hear their excited chatter and laughter echoing through the corridors,

with lunchtimes full of self-organised inter-house card battles and dramatic charade games. The girls are so good at guessing by now I barely got to finish acting out the word 'The' before they guessed my choice of Beauty and the Beast for the Disney round.

They are also greatly enjoying the inter-house form weekly quiz, which takes place every Wednesday. They are very passionate about winning and have been known to ask for tips for the next weeks quiz! Freedom Fridays have also seen a great deal of dancing and Tedtalk debates. The Year 8 pupils are passionate about understanding the world and helping others. The day after the US election the pupils were glued to the results, asking some brilliant questions about US politics, I am sure we will have some future political leaders in amongst our pupils. This desire to bring change to the world has been demonstrated by one pupil personally making coasters to raise money for a school in India.

The pupils have also enjoyed sharing their celebrations, with the pupils celebrating Diwali sharing their Diwali sweets and explaining to the girls why it is such an important celebration. The Change project is making an effect in all aspects of school life, and the winner for the Year 8 'Books in a Box' competition produced such a beautiful poster, truly celebrating the diversity of our girls and their passion for reading. In the year of a million dreams, the girls have all picked dreams they want to accomplish this year and they have made a truly tremendous start to achieving them!

### **Year 9 – Miss Charlotte Burnham**

Year 9 have made a very positive start to the academic year and have taken all of the changes to the normal school routine and rules in their stride. They have been taking part in an extensive form time programme ranging from interesting facts on a Monday, take a break Tuesdays, this includes lots of activities to work on the students' mindfulness and coping strategies personal to them, and 'friyay form time' including lots of different fun activities, the best one to date being charades with 9F.

We have had a great start to the house events with all forms doing extremely well in their house balloon tennis and some pairs reaching outstanding results. Year 9 are currently very excited for house lip sync, which is a substitute to our normal house karaoke so I look forward to seeing that soon. They are also currently getting ready for their house football event where I am sure we will see their competitive sides come out! This all links in really well with our current Year 9 motto which is 'teamwork makes the dreamwork', starting the year leader role this year, I feel the form groups and their tutors have really taken this moto on board and I look forward to working with them all over the next few years.

This year, Year 9 are in different sets to their form groups across the board and so they are able to consolidate some friendships and also gain new friendships along the way. I know the students are looking forward to working with more students in their year group within these new sets. In the new year, Year 9 will start to select their options for GCSE, where they will be able to be more selective in their studies.

### **Year 10 – Miss Georgie Sales**

Despite a disruptive end to Year 9, the cohort of 2017 have excelled in every way possible, and have gone beyond my expectations. Without having a full and complete Option process in Year 9, the now Year 10 have completely thrown themselves in to their new and condensed timetables, and they are absolutely thriving in their GCSE courses! In form time, I have introduced 'Thoughtful Tuesday's' which is where each form will take part in a range of different mindfulness activities, with their form tutor. I have introduced this in Year 10 as I thought it was vital for them to know and understand the different strategies of keeping calm when faced with a pressured situation. More recently, Year 10 have just started applying for their roles as Prefects; they have one week to write 150 words for why they should be selected for the role. This is something I know they are all very excited about!

I am so impressed with the 'bounce-back' ability Year 10 have shown, when stepping back in to CCHS this academic year, and I am looking forward to seeing the year group shine; in the classroom and beyond.

### **Year 11- Mrs Marion Chumbley**

Year 11 have settled back into school and have hit the ground running. Early in the term we had individual Wellbeing Catch Up chats. The girls spoke openly and honestly about their lockdown experiences and are to be commended. We will use these meetings to collate a list of pupils to be assigned a mentor to help support and encourage. Also this term the Year 11 Geographers got stuck in with a day of field work in Epping Forest. They measured and recorded data which they will use in future assessments. Form time has been filled with activities, TED talk Tuesday, mindfulness and scholarly activities have been introduced. We are now looking forward to everything the final half term of 2020 will bring. There are some exciting house events coming up before Christmas including lip-sync battle and house decorated classrooms. Year 11 have worked hard this term and thoroughly deserve a restful and rewarding break.

### **Care & Guidance Report – Sixth Form**

Dr Michael Palmer – Assistant Headteacher; Head of Sixth Form

Mrs Jacqui Hicks – Assistant Head of Sixth Form; Year 12 Leader

Mrs Hayley Ellen - Assistant Head of Sixth Form; Year 13 Leader

### **Sixth Form General – Dr Michael Palmer**

Despite the considerable challenges of the current situation Sixth Form students in this school continue to be involved in a range of extra-curricular clubs and societies, and a number of these are led by Sixth Form students. Whilst we have not been able entirely to replicate our normal extra-curricular work in this academic year both staff and students have been resourceful and flexible in the changes they have made to allow as many activities as possible to continue to run. We are now working with Year 12 students to allocate prefect roles which they will take on after Christmas and are looking forward to using the energy and ideas of a new group of students to take on leading roles in the school.

The work of Mrs Hopkins as Higher Education Adviser and Dr Hiner as Head of Careers continue to be invaluable in ensuring that our students are as well supported as possible as they plan for their futures. Both university open days and ‘encounters with the world of work’ are more difficult (if not impossible) in the current circumstances but students continue to be encouraged to make use of the increasing range of online resources as they plan for their futures and they have been very successful in so doing.

The Sixth Form Pastoral Team continues to respond effectively to the needs and concerns of students in Years 12 and 13. The first point of call for each student is their tutor and the tutors are ably led by the Year Leaders for Years 12 and 13. The tutors are effective in monitoring attendance and punctuality and in dealing with the daily concerns of their students. More serious matters are dealt with by the Year Leaders or the Head of Sixth Form. The Sixth Form Administrative Officer also plays a vital role in supporting the work of the pastoral team. She provides weekly reports on attendance and punctuality, is most effective in her liaison with parents and students, and her support of all aspects of the work of the Sixth Form. Regular meetings of tutors and team members allow for effective communication and responses to different situations.

### **Year 12 – Mrs Jacqui Hicks**

This year saw a record intake of students totalling 153, of which 119 were returning students out of a possible 155 with 34 new students from other schools. The new Year 12s have made an excellent start to their Sixth Form studies and are now properly settled in their chosen subjects. During these difficult times, the students have shown great comradery in welcoming their new peers to the school and resilience for the daily challenges that face us with the ongoing COVID situation. Following the new student welcome meeting, feedback for the August system was extremely positive, particularly the speed at which applications and offers were processed. Mental health continues to be a high priority in the sixth form, which has seen a spike following lockdown from March. A mornings session “Helping you to help yourself” was organised with a strong emphasis on mental wellbeing. Students feedback was extremely encouraging.

Mrs Hicks has regularly canvassed staff for their feedback on how their students are progressing and a more formal monitoring exercise was carried out just before half term. We have been very pleased with the seriousness with which the students have applied themselves to their new courses and with the progress they have made thus far. We will shortly begin the process of appointing school officials and subject prefects and look forward to handing the leadership of many aspects of the school over to them in due course. Similarly, the leadership of student societies will soon be handed over to the next cohort.

### **Year 13 – Mrs Hayley Ellen**

Year 13 have made a really positive return to full time schooling following the disruption to their A Level courses in Year 12. The current subject prefects have worked hard to reintroduce subject enrichment opportunities such as MedSoc and our House Officials have supported Mrs Holt in restarting House events which has been a significant boost to student and staff morale. The majority of the cohort have been positive about their return to school, a small number initially presented some anxieties about being back which appears to have been alleviated through detailed explanations of safety procedures and there being a quick response to any concerns that are raised. For the majority of students there does not appear to have been a negative impact upon their current progress from the period of remote schooling but TA1 data and Year 13 exam data will be reviewed closely to ensure support is implemented where needed. There are a small number who struggled to engage with remote schooling and the Sixth Form team have been working with department and faculty leads, as well as our SENCO to ensure that appropriate catch up plans and pastoral support are in place for these students. Microsoft Teams is being widely used in lessons and by Year 13 students.

At the time of writing we have processed the early UCAS applications, those for the universities of Oxford and Cambridge and for Medicine, Dentistry and Veterinary Medicine and are now moving on to process the remainder. 42.5% (45 out of 106) of the year group have made early applications and we are currently working hard to ensure that these applicants are properly supported in their final preparations for entrance tests, interviews and admissions tests. We are particularly grateful to Mr Laurence Wolahan who has again co-ordinated 33 practice interviews despite the many challenges posed by global events this year. All students in Year 13 were offered this opportunity.

We have been rigorous in our analysis of the Year 12 exam results and many students (approximately 73 out of 106) have given up studying their fourth subject the better to concentrate on their best subjects. We hope this will continue the positive trend in recent results. A number of students have been given extra support pastorally because of health, SEN or other related issues which has enabled them to be successful in their A Level courses, this has included use of the counselling service in school which is currently providing support for two of our Year 13 students. The close monitoring of Sixth Form attendance has continued to have positive impact both on overall attendance figures and student progress. Overall a positive year so far.