

Sixth Form Council Minutes - 11th November 2020

Attendance

Lily Vass (Chair)

Emily Lodge (Secretary)

Dr Palmer

Mrs Ellen

Plus 18 Sixth Form Representatives

Matters from previous meeting

- Lily and Emily explained that following on from the previous meeting they spoke with Mrs Mulgrew regarding sixth formers needing more chairs, and to ask about the potential for allowing doors to be closed if windows are opened wider. Mrs Mulgrew has indicated that more chairs will be coming after the half term, and after all entrance exams have taken place. She explained that due to insurance we can't remove the window retainers to open windows more widely. Therefore doors could not be shut
- Matters regarding toilets have been partially actioned. Some of the locks have been fixed for the year 12 toilets, a sanitary bin for the men's toilet in the drama foyer is coming shortly, and confirmation was made on year 12s and 13s sharing toilets.
- Point of Action: Lily and Emily to talk to premises to ensure that all door locks are fixed.
- Emily emailed Mrs Lockwood regarding the use of online textbooks following the last meeting. Mrs Lockwood expressed that as head of department she felt that it is important that teachers are able to teach in a way they feel most comfortable – meaning that some may prefer students do not use online versions of textbooks they have physical copies of.
- After speaking with Mrs Martin, the library now has wipes easily available for students to be able to wipe down the keyboard protectors themselves if they feel that they would like to do so.
- Regarding replacement masks being needed by some students during the school day, after talking to Mrs Dale, students are encouraged to try and bring a spare mask – especially if they use the less durable single-use ones.
- Emily emailed Mr Rowell regarding students wanting the one-way system around science to be explained to them. An email has been sent to sixth formers outlining this by Mr Rowell.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Sixth Form Teaching and Learning

Supervised Study Periods in the Library

- It was noted that there is not always enough desk-space in the library during supervised study periods for year 13s. Following from the last meeting students have now been allowed to sign in and leave during busy periods, so if there is not enough space, students should ask to go elsewhere to use their time more productively. It was emphasised that students should be able to be trusted by Mrs Martin: trying to leave every single supervised study period unnecessarily does not develop confidence that students are actually going to study somewhere else productively.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Year 13 Mocks

- January year 13 mocks are currently planned to go ahead as normal – during the first week of the spring term. It was noted that unless exceptional circumstances occur relating to COVID-19 restrictions, then this will remain the case.
- It was raised that languages students wanted to know about when their orals will take place for mocks this year. Students were recommended to ask their language teachers about this.
- Students are encouraged to speak with their subject teachers regarding what their respected subject mock will include, but they should bear in mind that teachers are most likely still organising which content is to or not to be included at the moment.
- Point of Action: Representatives to feedback the mentioned points to their forms.

WIFI signal/ quality

- It was raised that the WI-FI since returning to school has been considerably worse for teachers and students. Students explain that they would find themselves only remaining connected to it (on their phones, laptops etc) for a short period of time before no longer having this connection. This has led to many of them using their mobile data in place of the WI-FI.

- It was further highlighted there has been an increased in student WI-FI usage as more people using their laptops to do work now than they did last year (as more of their work is now located online due to remote schooling).
- It was also noted that newer laptops do not have the log-in screen come up for WI-FI.
- There was a suggestion about whether the Sixth Form could have its own WI-FI, or booster.
- Point of Action: Lily and Emily to discuss the mentioned points with Mr Cable and Mrs Mulgrew.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Tests and homework

- It was expressed that some students have felt that they have been being given less time to prepare for tests than the typical 1-week notice. Some also expressed that they would not have always finished a chapter that was to be included in a test, or that they would finish a couple of days before the test date. Students were encouraged to talk to their teachers about these matters as many will move the test back a few days where necessary.
- Point of Action: A member of the Senior Leadership Team will remind staff about ensuring students have enough time to prepare properly for a test.
- It was also expressed that students have been getting homework set on teams with due dates at the weekend. Mrs Ellen explained that some teachers may fill in the wrong boxes on Teams – resulting in weekend dates – so she asked students to be mindful of this. Students are encouraged to mention to their teachers if they need/want the date changed.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Free Rooms timetable update

- A timetable has yet to become available to students. They found that email from Mrs Maslin during entrance exam weeks worked well as they expressed which rooms were free. This has since halted following the end of these exams.
- Point of Action: Dr Palmer is to speak with Mrs Maslin about organising either a daily free room email or a timetable to be available.
- It was mentioned that M2 which is a year 12 form room, but a year 13 bubble room sees bubbles mixing. Dr Palmer explain that so long as there are small numbers of students sitting opposite sides of the room and that the room is well ventilated (i.e. doors and windows open), then this is okay.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Printing for lessons

- It was raised that some students found that they seem to be spend a lot of time and money printing for lessons.
- It was suggested that students could talk to their teachers to ensure they are printing the essential documents. They were also reminded that they do not always have to print PowerPoints and documents which they will be annotating as they would be able to do so on their laptops/ tablets (teacher permitting) so this could reduce printing.
- Point of Action: A member of the Senior Leadership Teams will speak to staff about this printing issue.
- It was also mentioned that students find it difficult to connect to the CCHS remote server from their laptop and that it takes them a long time to do this just so that they can print. It was suggested that perhaps there could be a way for them to be able to print directly without needing to access through the CCHS remote server.
- Point of Action: Lily and Emily to discuss the possibility of this with Mr Cable.
- Students asked if staff could be reminded to try and put their documents on Teams are read-only so that other students do not accidentally annotate the master version attached. Students were encouraged to always save a version to their device first to reduce the risk of doing this themselves.
- Point of Action: A member of the Senior Leadership Teams will remind staff of read-only documents on Teams.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Sixth Form Facilities

The one-way system

- It was raised that Year 13s have found themselves getting into told off when exiting the entryway nearest to their bubble assigned toilets. It was explained that they do this as it is easier and takes less time than walking around the one-way system. Students explained that they could understand being told not to do this during

lesson change over, when entryways and exits are very busy, but that they felt during lessons and at lunch and break it is better for them to do this as it would mean they spend less time in the main school building.

- Dr Palmer explained that having two sets of rules regarding this doorway would not be very ideal.
- Point of Action: Dr Palmer to raise this issue with Mr Lawlor and to discuss the possibility of allowing students to 'pop in and out' to use the toilets.
- It was raised that there are considerable amounts of 'bunching up' of different year bubbles in the languages corridors at lesson change over. It was suggested that the languages teachers and other duty staff might help supervise this.
- It was also suggested that an email reminder to the whole school about following the one-ways system and using their allocated bubble toilets would be good as many students have noticed much apathy/ confusion/ rule-breaking towards these safety measures.
- Point of Action: Dr Palmer to raise these points with Mr Lawlor and Mrs Mulgrew.
- Some Year 12s expressed their confusion about whether the Old Sixth Form Common Room had a one-way system in place. Dr Palmer and Mrs Ellen explain that there is not one, however students should aim to not be in the Drama Foyer during busy periods – i.e. lesson changeover – to reduce congregation and bubble mixing.
- Dr Palmer reminded students that although these circumstances will not persist forever, perseverance and tolerance is required.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Sixth Form Café .

- Lily and Emily touched on the new food and drink available and the increased open time of the Sixth Form Café. They explained that Mrs Mulgrew would like further suggestions to be brought to her to see if they can be made available at the Café.
- Point of Action: Representatives to feedback the mentioned points to their forms and bring any feedback or suggestions to Lily and Emily so that they can be taken to Mrs Mulgrew.
- It was expressed that people have found the queue sizes inconvenient, especially if students are just picking up their pre-ordered food. Two suggestions were made: one, that students went earlier or later to avoid the busy periods; two, that pre-ordered foods could be brought to the common rooms as they had been during entrance exams just before half-term.
- It was raised that some students felt that having to pay for the wooden cutlery was not ideal. They also said that there is not enough cheese available for jacket potatoes/pasta.
- Point of Action: Lily and Emily to raise these issues and suggestions with Mrs Mulgrew.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Any Other Business

Year 12 parents evening

- It was expressed that students have found their teachers reluctant to give out the later time slots for parents evening. This is inconvenient for many as there are people with parents who are working later into the evening
- Point of Action: A member of the Senior Leadership Team will raise this with staff with the aim of helping students to whom this is an issue.

Sixth Form Kitchen

- Attention was drawn to the broken toaster in the Sixth Form Kitchen which apparently sparks and does not toast properly. Students have suggested getting a new toaster, and preferably a second toaster and microwave in the kitchen.
- Point of Action: Lily and Emily to pass on these requests to the Parents Association Senior Prefects and to Mrs Mulgrew.
- Point of Action: Representatives to feedback the mentioned points to their forms.

New Year 12 Students' Thumbprints

- It was raised that year 12 students new to the school have still not had their thumbprints taken, adding to the length of queues in the Café as raised above.
- Point of Action: Lily and Emily to raise this with Mrs Mulgrew so that this can be organised for the new intake year 12s.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Lunchtime Quiet Room

- It was raised that due to the limited amount of sixth form bubble rooms available to students there is no longer a quiet study space available for them. The library is only available to them during lesson times and not at break or lunch. It was suggested that a quiet workroom could be made available for students.
- Point of Action: Dr Palmer to investigate this when he speaks to Mrs Maslin regarding the free rooms timetable.
- Point of Action: Representatives to feedback the mentioned points to their forms.

3:25pm early leaving students

- It was raised that students who leave early are too noisy causing distraction in lessons. It was suggested that some sort of duty could be put in place to reduce this noise.
- Point of Action: A member of the Senior Leadership Team to look into this.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Mask wearing of younger years on buses

- It was raised that many of the years 7-9 students are removing their masks on the busses, and not following the government COVID-19 guidelines on public transport regarding them. Specifically, the 561 bus was mentioned regarding this. As they are in their school uniform, students felt that the school needs to address this issue in some way.
- Point of Action: Mrs Ellen to speak with Mrs Harrison about years 7-9 year-leaders being asked to remind their students about wearing their masks on public transport.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Teacher-Class Bubbles

- Some students expressed their discomfort about some teachers not using masks/ visors while others do and that sometimes they feel that social distancing is not taking place.
- Mrs Ellen explained that the current rules do not mandate staff to use masks/visors in lessons and that all staff are complying with the rules about corridors. She hoped that any breaches of social distancing were very brief but undertook to pass on these comments so as staff could be reminded of expectations. Students are of course allowed to wear masks in lessons if they wish.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Sixth Form Council Minutes - 27th January 2021

Attendance

Sophie Aung (Chair) Aliyyah Gbadamosi (Secretary) Dr Palmer Mrs Ellen
Lily Vass (Former Chair) Emily Lodge (Secretary)
Plus 15 Sixth Form Representatives

Matters from previous meeting

- Lily and Emily explained that most of the previous matters are redundant as we are in remote school. However the matters in relation to Mrs Mulgrew and the toilets were in the process of being solved.
- Online textbooks have been sorted out.

Remote Learning

Screen sharing

- It was noted that overall it works efficiently and most teachers should try to do screen sharing if capable. Maths students prefer the use of the electronic whiteboard rather than work being written on a piece of paper.

- One form shared the experience of their 'hand raised' on the teams not being noticed. In this case it has been highlighted that students should speak if they have a request.
- Point of Action: Representatives to feedback the mentioned points to their forms.

50 minute lessons

- Year 13s in particular wished for more clarity on the duration of the lessons. It was confirmed by Dr Palmer that all lessons for all years should be 50 minutes to allow a break from screen time for both staff and students.
- It has been noted that if staff persistently do not stick to this, students should take consideration but are free to remind them or express concerns with their Year Leader.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Homework

- Issues raised in regards to the overnight setting of homework- which is not always deliberate. As well as this and homework set for days when no lesson occurs students have been told to express this to the teacher for clarification. Feedback to your teachers as sometimes there are errors or issues with assignments on teams- if you have an issue about homework do please ask.
- It was highlighted that there is not enough distinction between further reading and necessary lesson work. Students have been advised to either judge for themselves or to feedback to teachers to ask for more time in lessons to complete work.
- It was also noted that students find it difficult to go back to PowerPoints in lessons where the teacher does not complete the PowerPoint and tells students to look over the remaining slides. Students have been advised to complete such work during free periods or to raise this with their teachers.
- In regards to the expectation to print sheets in the moment during a lesson- staff should try to send printing requests in advance. As well as this it was highlighted that staff should consider those without access to a printer. It is fine for this to be pointed out (politely) to staff.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Breakout rooms

- It was pointed out that breakout rooms have worked well, often work better with four people, as they mimic discussions with neighbours and takes away some awkwardness of discussion in front of the entire class. It is noted that breakout rooms make it easier to engage.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Cameras

- Staff are requesting that cameras are kept because it makes teaching easier/nicer when there are faces rather than icons- students to be encouraged to turn their cameras on.

- Can also be helpful for overall pace of the lesson.
- Point of Action: Representatives to feedback the mentioned points to their forms.

Pace of lessons

- Pace of lessons can be improved or adjusted with cameras on
 - It was raised that the pace of lessons is often too fast was raised that some students found that they seem to be spend a lot of time and money printing for lessons.
 - It has been requested that more lessons were recorded not only if a student is absent. It has been noted that not having the recording becomes a big issue when lessons or students encounter technical difficulties.
 - Point of Action: Representatives to feedback the mentioned points to their forms. Dr Palmer to discuss the expectations over recording with Mrs Cross.

Other Business

- Sixth Form Council Representatives to ask forms for any suggestions of new societies or activities to run which might be helpful or amusing to fellow students.
- Suggestion made if teachers are happy/comfortable to reintroduce clinics online during lunch time where you join a team and ask the teacher questions. This could remedy the issue with obtaining all information in quickly paced lessons and might be especially useful for Year 13. It was noted that teachers will want to use their lunchtimes for breaks away from the screen etc. but that this would be explored with staff. In larger departments where rotas could be employed this might be easier.

Next meeting- Wednesday 17th March - 12:45 – Venue: Online or in school TBC

Massive thanks to Lily and Emily for presiding over Sixth Form Council for the last year.