

Staff Development Update – June 2023

INSET Days

INSET Day 1: Thursday 1st September 2022 - School Matters

- The Year Ahead
- Results/Sixth Form Admissions
- Teaching and Learning – Ofsted Focus
- Teaching and Learning – Meta-Cognition
- Curriculum - Ofsted Focus
- Pastoral
- SEND
- CPD – Key Principles of Assessment
- Time allocated to department meetings.

INSET Day 2: Friday 2nd September 2022 - Student Matters

- PPG and Fair Access
- Safeguarding
- Change@CCHS
- Entrance Test Training
- Pastoral meetings
- School Development Leader Meetings

Monday 5th September 2022 - Year 7 and Year 12 Students Only

- SchooliP – Performance Management Training
- Subject Leader Meeting
- CPD – Technology in the Classroom
- Student Progress Meeting (Year 11)
- EPQ Meeting

INSET Day 3: Friday 8th October 2022 - Performance Management

- Performance Management Meetings

INSET Day 4: Friday 24th March 2023 – School Development Day

- Whole School Workload Management Day
 - *In contrast to the information in the previous document; we adapted the planned schedule for the Inset Day on Friday 24th March and used this as a 'whole school workload management day'. We recognised the need to factor in time to support our colleagues with their workload, given the decision to timetable additional assessments to support our Year 11 and 13 students' academic journeys. The sessions planned were moved and are planned to take place on Inset Day on Monday 3rd July.*

INSET Day 5: Monday 3rd June 2023 – School Development Day

- Staff will collaborate in groups, during a two-hour morning session, with members of the SLT, to reflect and review areas of our whole school evaluation form. This focus' on the key areas of the Ofsted framework: Quality of Education, Behaviour and Attitudes, Leadership and Management, Personal Development and Sixth Form.

- Staff will self-select sessions, during the afternoon, tailored to their own professional interests, in line with our School Development Priorities. These sessions include:
 - Assessment for Learning – ‘Closing the Feedback Loop: Purpose and Best Practice’
 - Classroom Practice – ‘Perfectionism in More-Able Learners’
 - Data Literacy – ‘Using Data to Monitor Student Progress’
 - Excellence for All – ‘Adaptive Teaching and Learning’
 - Learning Standards – ‘Best Practice when Observing’
 - Creativity – ‘Creative Group Work’
- Colleagues are also being given the opportunity to attend an Ofsted briefing with the Deputy Headteacher (Academic) and the Assistant Headteacher (Teaching and Learning and Staff Development) reviewing ‘deep-dives’ and curriculum discussions.

The inset programme this academic year has been tailored to provide colleagues with CPD relating to areas identified in our School Development Plan. We have been able to provide colleagues with time dedicated to the Curriculum, SEND, Academic, Leadership as well as important Pastoral matters. We have also been able to allocate time to Departments and Year Leaders.

Our Continued Professional Development has so far focused on internal specialists delivering sessions designed to share insight and research as well as allowing colleagues to work in groups and departments to strengthen practice. All topics were selected to address key areas of our SEF.

Our INSET and Continued Professional Development Programme has continued throughout the year, with a key focus on evidence informed practice; specifically focusing on using cognitive science to aid student progression.

Sessions throughout our Twilight CPD this year have focused on the following areas: Meta Cognition; Schema and Long-Term Memory; Schematic Links across the Curriculum; Behaviour for Learning; and SEND (Sensory and Auditory Processing Disorder).

School Development Leaders

To help uphold the School’s vision and aims, we have developed the role of School Development Leader. Previously, the focus of this role was to aid the strategic development of the school through delivering research-based projects and professional development sessions aligned with the school development plan. This has evolved this year, with School Development Leaders now having one assigned area of focus, allowing for a more sustained and consistent approach for school development.

With a key focus on teaching and learning the school development leaders take accountability for developing the practise of colleagues and impacting on the educational progress for our students beyond their immediate departments.

The roles and responsibilities of School Development Leaders are outlined below:

- Creativity (Arts Mark)
- Excellence for All (SEND)
- Teaching Standards (Classroom Practice)
- Learning Standards (Observations and Reviews)
- Assessment for Learning
- Data Literacy

School Development Leaders contribute to CPD at various intervals throughout the year, both during INSET, Twilight CPD Sessions and our Professional Studies sessions.

School Development Leaders have so far continued to:

Professional Studies:

- 10th October 2022 – *Marking Strategies* (Emily Manning)
- 31st October 2022 – *Values and Controversial Issues, Schooling, Recent Policy Changes and change@CCHS* (Jo Cross, Heidi Pocock and Jonathan Harvey)
- 14th November 2022 – *Observing Teaching* (Graham Lodge)
- 22nd May 2023 – *Effective Assessment Feedback* (Emily Manning)
- 12th June 2023 – *Resilience* (Matt Carter)

INSET:

- 1st September 2022 – Key Principles of Assessment (Emily Manning).
- 1st September 2022 – Meta-Cognition (Mark Rowell)
- 21st February 2023 – Perfectionism (Matt Carter)
- 3rd July 2023 – School Development Focused Inset Sessions (all colleagues)

Twilight CPD:

- 18th October 2022 - Meta-Cognition (Mark Rowell)

Curriculum/ Teaching and Learning

Last academic year we saw a return to objective-based training which has continued to flourish with subject specific courses over this half-term. Courses and training has included: Deep-Dive Training for Subject Leaders in Mathematics and English, NACE training, in addition to courses on SEND and Arts Provisions.

Our CPD provisions this term have focused on our Achievement Strategy, SEND students and Behaviour for Learning. Heidi Pocock (SL for Geography; SDL Excellence for All) and Virginie Caffier (SL French) delivered staff training during our staff meeting on Adaptive Teaching. Colleagues gave examples of how colleagues might use key strategies to engage all students effectively in their lessons. Matt Carter (SL English and SDL Teaching Standards) and Emily Manning (SDL Assessment) have also given details of how to use assessment strategies and key learning techniques (technology and Education Endowment Foundation support strategies) to support student progress in Year 10 and 12, prior to their transition into Year 11 and 13.

Marion Chumbley (Senior Pastoral Leader) and Nina Lewis (Year 7 Leader) led training on ensuring an appropriate classroom climate was created and maintained. These colleagues discussed strategies for ensuring students are meeting our high expectations for student behaviour and attitudes. Moreover Katharine Adams (SENDCo) delivered an important session on Sensory and Auditory Processing; discussing key ways to identify symptoms of these disorders, and more importantly how to adapt your practice to ensure these needs are met and catered for in lessons.

Teaching School Alliances

We remain strategic partners with three teaching school alliances: the Billericay Teaching School Alliance (BTSA), the Chelmsford Teaching School Alliance (CTSA) and the Saffron Teaching Schools Hub. We continue to develop close links with local primary schools. Our primary partner schools have been provided with a pack of resources from each CCHS Department to support the work of meeting the needs of able pupils – particularly at KS2 and our Primary Taskforce continue to meet each term to discuss ways in which we can develop these important links. In addition, we have continued our pre-pandemic tradition, of hosting our partner primary schools for Enrichment Days, with our first Enrichment Day taking place on the 13th October focusing on the Sciences. We had an additional Enrichment Day, which invites primary students into school on Monday 10th July; this focuses on the area of creativity.

Virtual CPD

We continue to maintain and develop resources available on our Microsoft Teams CPD, expanding the topics available to ensure we are addressing the needs of our colleagues. This allows information to be shared in a timely fashion and provides a quick reference point for key information. To date we have shared information, training videos and research on many topics including:

- Mental Health
- Change@CCHS
- HR
- IT
- Medical Information – Diabetes, Allergic Reactions and Anaphylaxis
- Teaching and Learning
- SEN
- Remote Schooling
- SIMS
- Digital learning

Change@CCHS

We remain committed to our Change@CCHS initiative and continue to be members of Equality and Diversity UK's school's network. As members of their network, we are able to access their expertise and benefit from their research, factsheets and quarterly newsletter on key issues and current topics. Previously, Heidi Pocock and Jonathan Harvey led on areas of Diversity, which formed their School Development Projects. While they have now moved away from these roles to focus on other areas of Teaching and Learning, they continue to contribute to this by sharing resources and delivering CPD as part of the Professional Studies Programme.

Meetings continue to be held regularly, led by the Deputy Headteacher (Pastoral) and the Deputy Headteacher (Academic), and contributed to by staff and students. These meetings are vital in shaping the focus and direction of our Change@CCHS project.

This term, our change Change@CCHS project has had a focus on Pride, with students and staff collaborating to deliver an assembly to the whole school community. In addition to this, a Pride month Art exhibition has been set up outside the hall, led by Jonathan Harvey, our Subject Leader for Art and School Development Leader for Creativity.

Leadership Development

The CCHS Leadership Programme continues this academic year welcoming seven colleagues in developing key leadership skills. SLT continue to be involved in delivering the six modules, which are framed by our CCHS Leadership Profiles. As stated in the training section of this document, many colleagues continue to utilise the government funded National Professional Qualifications to support their own leadership development. Resources on mental health and staff well-being continue to be provided for line managers on our Teams CPD. Additional leadership opportunities are available, such as, leading research projects within departments and shadowing senior colleagues.

Mental Health

We continue to develop our staff Mental Health First Aider team. Theresa Bernard undertook her staff Mental Health First Aid training this term, joining an established team, including: Terry Warner, Sarah Clements, Jane Dixon and Jo Cross. Our fortnightly Mental Health First Aid (MHFA) drop-in sessions continue to be led by our MHFA trained colleagues, with great success.

Weekly Mental Health First Aid Sessions are offered to our students and are run by colleagues with the MHFA qualification. With a growing school, we recognise a need to enhance this provision, by training

additional staff to support this important work. This training will continue over the next year. In addition to our MHFA provisions, around the areas of trauma and bereavement have also taken place this year, to ensure colleagues are able to support students in these areas.

Early Career Teachers

This year saw a transition from the ECT services provided by the Harris Federation and UCL, to a service offered by Saffron Teaching Schools Hub and the Education Development Trust. Early Career Teachers now use this agency as their training, development and accreditation provider.

The colleagues undertaking provisions in relation to Early Career Teaching, this year, are: Kathryn Hunt (Year 1) and Amanda Guilloux (Year 1) and Emma Lewis (Year 1). We also look forward to welcoming Marnie Guy (Teacher of Chemistry and Geography) in September 2023, who commences her ECT years with us.

Initial Teacher Training

We continue to work with Cambridge University's PGCE programme, with Emma Cope mentoring a student, successfully, through her second placement, here at CCHS. She has successfully secured a position at an independent school in London for September.

We continue to develop a strategic partnership with Essex School Direct and this hosted a trainee in Mathematics. He was successful in gaining a position at Great Baddow High School for September and has now successfully concluded his teacher training. We look forward to welcoming an ITT colleague from Essex School Direct in the English department, from September 2023.

In addition to our relationship with Essex School Direct, we are happy to welcome trainees in the following subjects from Mid-Essex ITT, from September 2023: Drama and German/Spanish.

Training

The direct links between departments and SLT continue to allow us to engage directly with the needs of individuals and departments to ensure that money is being spent on key training priorities across the year in support of the School Development Plan. Where appropriate subject and course related training is taking place to strengthen our provision.

Amy Hopkins successfully concluded her 'Women in Leadership' course with the Billericay Teaching Alliance, enabling her to explore her work with the sixth form team and her UCAS role in a training-based environment. Moreover, Emily Manning continues to study for a National Professional Qualification in Senior Leadership through UCL, with Sheri Watt, an experienced English teacher within our School continues to undertake her National Professional Qualification in Leading Teaching. We are also fortunate enough to congratulate Nina Lewis, Year Leader for Year 7, on completing her National Professional Qualification in Behaviour and Culture. We continue to promote National Professional Qualifications as a career development opportunity to our colleagues, recognising the positive impact they have on staff practices and our students.

We continue to promote training opportunities to our colleagues on a regular basis. The Assistant Headteacher, Teaching and Learning & Staff Development populates the Staff Briefing Minutes with courses and training that may be interested to colleagues across the school.

Support Staff Training

We have now embedded support staff CPD in our training plans, which allows us to look across all areas of staff training and determine professional development needs across the whole staff body. We are using time allocated on our next INSET Day to consult with support and teaching staff in relation to our SEF; it is vital that contributions from this important area come from the entire staff body.

Colleagues in the support staff team, also continue to use professional development to enhance their practices. Our HR manager attended a Women in Leadership conference in March; while support staff colleagues in the Sciences continue to ensure they equip themselves with the necessary CPD to fulfil their job role (see specific details below).

Staff Training Courses - March 2023 – July 2023

29.03.2023	All Day	Rae Dale	SUP	Women in Leadership	Billericay Teaching School Alliance	Billericay School
31.03.2023	All Day	Radhika Pillai	MAT	Object Oriented Programming	Isaac Computer Science	IBM London, 20 York Road, London, SE1 7ND
17.04.2023	All Day	Paul May	CRE	First Aid at Work	Bruce @ Kegs	KEGS
22.04.2023	All Day	Emma Cope	HUM	Classical Association Conference - Teachers' Day	Classical Association	Faculty of Classics, University of Cambridge
22.4.2023	All Day	Graham Lodge	HUM	Classical Association Conference - Teachers' Day	Classical Association	Faculty of Classics, University of Cambridge
27.04.2023	4 hrs	Rae Dale	SUP	Women in Leadership	Billericay Teaching School Alliance	Billericay School
02.05.2023	3hrs	Amanda Guilloux	LAN	ECT summer group session	Saffron Teaching Hub	ARU
04.05.2023	3hrs 30 min	Kathryn Hunt	HUM	Saffron Teaching School Hub - 2022/23 September - ECT - Summer Year 1 - Local Group Session	Saffron Teaching Hub	Great Baddow High School
12.05.2023	3hrs	Cathy Hurley & Preena Kuriun	SCI	Radiation Protection Supervisor Online Training	CLEAPSS	Online
15.05.2023	4hrs	Emma Lewis	CRE	ECT Training 1	Saffron Teaching School Hub	Online

15.05.2023	2hr 30min	Angela Howell	SUP	Librarian Meeting	Great Baddow High School	Great Baddow High School
23.05.2023 24.05.2023	2 days	Heidi Pocock	HUM	West Sussex Fieldwork Recce	na	West Sussex
23.05.2023 24.05.2023	2 days	Jenny Vigrass	HUM	West Sussex Fieldwork Recce	na	West Sussex
25.05.2023	4 hrs	Jenny Grantham	SCI	Technical Support for Microbiology Theory Course	CLEAPPS	Online
14.06.2023	2 hrs	Rhiannon Connolly	GEN	CTSA Wellbeing Support Network Group	CTSA	Newlands Spring Primary School
14.06.2023 & 15.06.2023	2 day	Theresa Bernard	SUP	MHFA - Adult	MHFA England	Chelmsford
15.06.2023	All Day	Jo Cross	GEN	Maths Calibration	PTI	Online
16.06.2023	All Day	Georgie Sales	CRE	AQA GCSE PE: Achieving success in the NEA	KeyNote Education	London
17.06.2023	All Day	Emma Cope	LAN	Hands Up Summer Conference	Hands Up Education	Museum of London
17.06.2023	All Day	Graham Lodge	LAN	Hands Up Summer Conference	Hands Up Education	Museum of London
19.06.2023	All Day	Natalie Day (NDY)	CRE	AQA A-level Drama - Achieving Grades A/A*	Keynote Education	London
19.06.2023	All Day	Emma Cope	LAN	Mentor Training	University of Cambridge	University of Cambridge Faculty of Education
20.06.2023	3hr	Hayley Busby	SCI	Autism Education Trust: Schools Autism and Anxiety	Education Essex	Online
22.06.2023	All Day	Emily Manning	SCI	NPQSL - Session 5 - F2F	UCL	Hornsey School for Girls

26.06.2023 - 28.06.2023	3 days	Richard Free	Gen	PWTAG Accredited Pool Plant Operator	The institute of swimming	Haverhill Leisure Centre, Abbeycroft Leisure, Ehringshausen Way, Haverhill, CB9 0ER
28.06.2023	All Day	Hayley Busby	SCI	AQA A-Level Chemistry: How to relate to the toughest topics in the exam	Keynote education	London
1-3.07.2023	3 day	Vanessa Kersey	HUM	English Enrichment Residential	PTI	Downing College, Cambridge
04.07.2023	7 hrs	Jonathan Harvey	CRE	Artsmark Celebration Event	Arts Council England - Artsmark.	Cecil Sharp House , London.
4 & 5.07.2023	2 day	Emma Lewis	CRE	Teachers' Trampoline Course Part 1 (2 day course)	SETSA	Westcliff HS
05.07.2023	4 hrs	Adam Selby	GEN	ASCL New to the Senior Leadership Team Conference 2023	ASCL	Online
06.07.2023	All Day	Jo Cross	GEN	Crewe Maths subject day	PTI	Crewe
07.07.2023	All Day	Jonathan Harvey	CRE	Heads of Art Summer Conference.	Specialist Arts	Chippenham SN15 3HT
10.07.2023	All Day	Vanessa Kersey	HUM	English Subject Leadership Day 2023 - London - Schools Programme Day,	PTI	Chicago Booth One Bartholomew Close, Barts Square, London EC1A 7BL
11.07.2023	All Day	Scott Coleman	MAT	Maths Subject Leadership Day 2023	PTI	Chicago Booth London
12.07.2023	3 hrs	Michael Palmer	GEN	Blended EVC Training	Evolve Advice Academy	Online
13.07.2023	All Day	Jo Cross	Gen	London Maths subject day	PTI	London