

## **Staff Development Update – February 2024**

### **INSET Days**

#### **INSET Day 1: Monday 4<sup>th</sup> September 2023 - School Matters**

- The Year Ahead
- Results/Sixth Form Admissions
- Teaching and Learning – Ofsted, Marking/Feedback and CPD Priorities
- Curriculum – SIMS Update, KS5 Focus, Results Review
- Pastoral
- SEND
- Premises and IT Update
- HR – An Introduction to SAMPeople
- Time allocated to department meetings.

#### **INSET Day 2: Tuesday 5<sup>th</sup> September 2023 - Student Matters**

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

#### **INSET Day 3: Friday 6<sup>th</sup> October 2023 - Performance Management**

- Performance Management Meetings

#### **INSET Day 4: Monday 12<sup>th</sup> February 2024 – School Development Day**

- Adaptive Teaching Inset Day:
  - Colleagues from Inner Drive joined us to review the following adaptive teaching practices: Cognitive Load Theory; Checking for Understanding; Participation Ratio; and Questioning for Learning.
  - Afternoon Sessions were dedicated to the following areas:
    - Staff Workload Time;
    - Provision Map Training led by Melissa Mulgrew
    - Data and Excel Training led by Mark Rowell

#### **INSET Day 5: Thursday 4<sup>th</sup> July 2024 – School Development Day**

- The focus of the Inset day will be around Girls' Education, with sessions inspired by our work with the International Coalition of Girls' Schools.

The inset programme this academic year has been tailored to provide colleagues with CPD relating to areas identified in our School Development Plan, with a specific CPD focus of Adaptive Teaching. 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 and SDP.

Our INSET and Continued Professional Development Programme will continue throughout the year, with a key focus on evidence informed practice; specifically focusing on using Adaptive Teaching in the classroom. This has been informed by our work centred around the CCHS Achievement Strategy. Moreover, as outlined above, we plan to hold a day dedicated to our core values of educating young women to be the 'leaders of tomorrow'.

Sessions throughout our Twilight CPD will focus on the following areas in relation to Adaptive Teaching: Adaptive Teaching as an Academic Concept; Adaptive Teaching for the More Able; Adaptive Teaching for SEND Students; Adaptive Teaching across the Curriculum; Key Strategies for Adaptive Teaching.

### **School Development Leaders**

School Development Leaders continue to have one assigned area of focus, allowing for a more sustained and consistent approach for school development. These colleagues, act as senior middle leaders, and members of the extended senior leadership team, to support and lead on key areas of 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)
- 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, Staff Meetings and our Professional Studies sessions.

School Development Leaders have so far continued to:

#### **Professional Studies:**

- 11<sup>th</sup> October 2023 – *SEND* (Heidi Pocock)
- 15<sup>th</sup> November 2023 – *Marking Strategies* (Emily Manning)
- 10<sup>th</sup> January 2024 – *Values and Controversial Issues, Schooling, Recent Policy Changes and change @ CCHS* (Jonathan Harvey)
- 24<sup>th</sup> January 2024 – *Observing Teaching* (Graham Lodge)
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#### **INSET:**

- 4<sup>th</sup> September 2023 – SIMS Update (Mark Rowell)
- 4<sup>th</sup> September 2023 – SEND Update (Heidi Pocock)
- 12<sup>th</sup> February 2024 – Data and Excel Training (Mark Rowell)

### **Curriculum/ Teaching and Learning**

This year, considering the success of our Achievement Strategy, and moreover, driven by the need to ensure that all students achieve their full potential, we have focused our whole school CPD priority

around the concept of Adaptive Teaching. This is where colleagues make small adaptations to their lessons to support students who require additional scaffolding, but furthermore, make an adaption to stretch the most able. Our first Twilight CPD session of the year centred around the academic concept of Adaptive Teaching, while also beginning to introduce colleagues to key research informed strategies. As previously cited, Adaptive Teaching will provide the sole focus of our Twilight CPD calendar, this year.

In addition to the outlined focus, colleagues continue to engage with self-selected professional development centred around Teaching, Learning and the Curriculum. Key colleagues across our languages departments have engaged heavily with curriculum CPD over the past term to ensure they are ready to deliver the new set of languages courses, set to be delivered from September 2024. Moreover, the PE department continue to evolve their A Level practices, for their first year of curriculum delivery in Sixth Form, by attending appropriate specification training.

### **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 (STSH). Moreover, we continue to engage with the International Coalition of Girls' Schools (ICGS), The National Association of More-Able Children in Education (NACE), The Association of Secondary Headteachers in Essex (ASHE) and the Successful Selective Girls' Schools (SSGS). Colleagues continue to engage with research and training provided by these organisations. Our Careers Leader engaged with training through ASHE in December; this was centred around 'Best Practice for Ofsted Inspections. Our Deputy Headteachers, Academic and Pastoral, also attending a training course provided by ASHE centred around 'Dealing with Complaints'.

### **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

Furthermore, colleagues continue to be provided with a range of CPD advertisements and information through our staff briefing. As a school, we have also invested in an online CPD portal through the Times Educational Supplement. This allows colleagues to engage online with key resources and compliments our in person CPD provisions, as a school.

### **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. Moreover, as a school we have signed up to a professional development platform, TES Develop. There are a range of resources around equality and diversity on this platform, that will be shared with staff throughout the year.

Meetings continue to be held regularly with the Change and Diversity prefects, supported 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. Furthermore, our Deputy Headteachers now work with an additional colleague to pioneer our work in this area, Sheri Watt.

We continually look for ways to diversify our curriculum content. The English Department are currently reviewing their Year 9 curriculum with the intention of adding authors from more diverse backgrounds. Work is currently underway where the department are researching appropriate texts and resources to ensure this can take place.

In context to Staff Development, this term the Headteacher attended a webinar centred around 'Navigating difficult conversations in schools and colleges in times of conflict'. This was organised by the Together for Humanity campaign and featured a range of speakers from the Association for Citizenship Teaching, Faith and Belief Forum, Facing History & Ourselves UK, and Solutions Not Sides. Key material from the sessions were then cascaded to appropriate departments for review.

### **Leadership Development**

The CCHS Leadership Programme continues this academic year welcoming nine 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; these sessions should complement key ideas covered in these qualifications. Resources on mental health and staff well-being continue to be provided for line managers on our Teams CPD and through our staff briefing. 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. We now have a team of six colleagues who hold fortnightly Mental Health First Aid (MHFA) drop-in sessions.

Weekly Mental Health First Aid Sessions are offered to our students and are run by colleagues with the MHFA qualification. As 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, with Brad Copper, Claire Fairchild and Charlotte Burnham all having completed Mental Health first aid courses over the past term.

### **Early Career Teachers**

Last 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 2) and Amanda Guilloux (Year 2). We have also welcomed Marnie Guy (Teacher of Chemistry and Geography) in September 2023, who commenced her ECT years with us (Year 1). Emma Lewis, who was undertaking her ECT pathway with us between March 2023 – January 2024, as a maternity teacher in PE, was successful in gaining employment to conclude her ECT studies at The Plume Academy.

## **Initial Teacher Training**

Due to our ambition to grow our training provisions as a school, Initial Teacher Training provisions are now being overseen by Jo Broughton. She manages the day-to-day running of ITT, including mentoring, observations and recruitment.

We continue to work with Cambridge University's PGCE programme, with Emma Cope mentoring a student through her second placement, here at CCHS. This student joined us full time from January 2024.

We continue to develop a strategic partnership with Essex School Direct. We welcomed an English ITT colleague to train with us in September 2023. We currently have three colleagues, one in English, one in Religious Studies, and a final colleague in History signed up to train with us, through this provider in 2024.

In addition to our relationship with Essex School Direct, we are happy to welcome trainees in the following subjects from Mid-Essex ITT: Drama and German/Spanish. We continue to work with Mid-Essex ITT with the intention of hosting trainees on their behalf in 2024-25.

## **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.

Colleagues who are undertaking training through the National Professional Qualification (NPQ) programme are now fully enrolled in their courses and continue to attend monthly seminars. Sheri Watt completed her qualification this term and currently awaits her qualification outcome. Teaching staff, this term, were involved in training led by InnerDrive. InnerDrive are a renowned and nationally recognised organisation who deliver high quality CPD grounded in academic research. Our presenter, author and psychologist, Bradley Busch, delivered training to colleagues centred around adaptive teaching, including key foci around: questioning; participation ratio, cognitive load and engagement.

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 of interest 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 used time allocated on our previous 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. For example, four support staff colleagues have undertaken Emergency First Aid at work training this half-term. Moreover, support staff also attended our School Development Leader, Mark Rowell's Data session on our most recent INSET Day; this is so they are effectively able to support their departments and the wider school with their data needs. We also have our Admission Officer booked to undertake admissions training later in the academic year.

Looking ahead, support staff colleagues will be involved in our INSET Day in the summer term centred around Girls' Education.

**Staff Training Courses – November 2023 – March 2024**

09.11.2023	6 hrs	Virginie Caffier	LAN	Edexcel GCSE French, German and Spanish 2024: Getting Ready to Teach new specification	Edexcel
09.11.2023	6 hrs	Julie Bennett	LAN	Edexcel GCSE French, German and Spanish 2024: Getting Ready to Teach new specification	Edexcel
09.11.2023	6 hrs	Karen Greenland	LAN	Edexcel GCSE French, German and Spanish 2024: Getting Ready to Teach new specification	Edexcel
09.11.2023	6 hrs	Celia Santos	LAN	Edexcel GCSE French, German and Spanish 2024: Getting Ready to Teach new specification	Edexcel
14.11.2023	all day	Chris Lamberti	CRE	Creating outstanding Compositions	KeyNote Education
21.11.2023	all day	Alex Hiner	GEN	Careers Leader Training CDI level 6	CDI
21.11.2023	4 hour	Fiona Gilmour	SUP	PSF User Group Meeting	PSF(Iris Education)
21.11.2023	4 hour	Fiona Gilmour	SUP	PSF User Group Meeting	PSF(Iris Education)
22.11.2023	all day	Emma Cope	LAN	Mentor Training	University of Cambridge
22.11.2023	4 hour	Adam Selby	GEN	Mental Health Skills for Managers (MHFA England certificate)	Transpire Training
22.11.2023	4 hour	Victoria Goksel	SUP	Let's talk about self harm	MIND
23.11.2023	all day	Emily Manning	SCI	NPQSL - Session 7 F2F	UCL
23.11.2023	all day	Richard Free	SUP	IPAF Operator, class 3A and 3B	Mark 1 Hire
23.11.2023 & 24.11.2023	2 day	Brad Copper	GEN	Youth MHFA 2 day course	MHFA Chelmsford
28.11.2023	3 hours	Marnie Guy	SCI	Saffron Teaching School Hub - 2023/24 September - ECT Autumn Year 1 - Local Group Session	Saffron Teaching Hub
30.11.2023	2hrs	Kathryn Hunt	HUM	GCSE History: Feedback on the 2023 exams (Paper 1)	AQA
30.11.2023	1 hour	Jonathan Harvey	CRE	Creativity in The Classroom	Narrative Alchemy
06.12.2023	1hr	Emma Hiett	SCI	NPQSL Seminars 1-5	Saffron Teaching Schools Hub / Teach First

08.12.2023	all day	Jonathan Harvey	CRE	Heads of Art Winter Conference	Specialist Art Conferences - Mandy Mills
08.12.2023 - 09.12.2023	2 days	Heidi Pocock	SEN	Understanding Pathological Demand Avoidance	Autism Learns
11.12.2023	3hrs	Alex Hiner	GEN	ASHE Careers Lead Course - Best Practice in Inspections	ASHE
12.12.2023	all day	Katharina Goettl	LAN	Pearson Edexcel GCSE French, German and Spanish 2024: Getting Ready to Teach	Pearson
17.01.2024	3hr 30 min	Fiona Harrison	GEN	Dealing with Complaints	ASHE
17.01.2024	3hr 30 min	Jo Cross	GEN	Dealing with Complaints	ASHE
18.01.2024	all day	Alex Hiner	GEN	Careers Leader Training CDI level 6	CDI
24.01.2024	5 hours	Tina Cannon	LAN	NACE Workshop M9E9K9	NACE
26.01.2024	all day	Stephanie Millen	CRE	Eduqas A Level Music: Improving Attainment at A Level	WJEC/Eduqas
30.01.2024	all day	Kathryn Hunt	HUM	Ancient History Teachers Day at Harrow	Classics for All and the CFA
31.01.2024	all day	Charlotte Burnham	CRE	Aiming for A/A* in AQA A-Level PE	KeyNote Education
01.02.2024	1hr	Emma Hiett	SCI	NPQSL Seminars 1-5	Saffron Teaching Schools Hub / Teach First
02.02.2024	all day	Georgie Sales	CRE	National Rescue Award for swimming teachers and coaches	Swimsafe
02.02.2024	all day	Sidnie Sales	CRE	National Rescue Award for swimming teachers and coaches	Swimsafe
05.02.2024	4 hour	Andrew Woodward	SCI	Challenging the Most Able Physics Students	Education Conferences UK
07.02.2024	all day	Vanessa Kersey	HUM	PTI English Enrichment: The Gothic Context	PTI
13.02.2024	1hr	Stephen Lawlor	GEN	Careers Webinar	Greater Essex Careers Hub
14.02.2024	all day	Melissa Mulgrew	Gen	Sustainability in Education Conference	STEM Learning
14.02.2024 & 15.02.2024	2 day	Claire Fairchild	GEN	Youth MHFA 2 day course	MHFA Chelmsford
14.02.2024 & 15.02.2024	2 day	Charlotte Burnham	GEN	Youth MHFA 2 day course	MHFA Chelmsford

26.02.2024 - 27.02.2024	2 day	Amy Hopkins	GEN	UCAS Annual Teachers Conference	UCAS
05.03.2024	1hr	Emma Hiett	SCI	NPQSL Seminars 1-5	Saffron Teaching Schools Hub / Teach First
06.03.2024	2hr 30 min	Rhiannon Connolly	SCI	CTSA Wellbeing Support Network Group	CTSA
08.03.2024	all day	Marnie Guy	SCI	ECT - Spring Year 1 Regional Training Saffron Teaching School Hub	Saffron Teaching School Hub
11.03.2024	all day	Alex Hiner	GEN	Careers Leader Training CDI level 6	CDI
13.03.2024	all day	Ashleigh Cullum	CRE	Minibus driver training	Minibus Training and Safety
13.03.2024	3 hrs	Kathryn Hunt	HUM	ECT Local 5	Saffron Teaching Hub
15.03.2024	all day	Andy Woodward	GEN	Emergency First Aid at Work (EFAW) (1 day) Level 3	ProTrainings
13.03.2024	all day	Ashleigh Cullum	GEN	EFAW (1 day) Level 3	ProTrainings
13.03.2024	all day	Cathy Hurley	GEN	EFAW (1 day) Level 3	ProTrainings
15.03.2024	all day	Clair Maslin	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Fahima Hassan	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Matt Carter	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Maud Lavastre	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Michael Palmer	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Nina Lewis	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Preena Kurian	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Richard Free	GEN	EFAW (1 day) Level 3	ProTrainings
	all day	Rupert Thompson	GEN	EFAW (1 day) Level 3	ProTrainings