

Sixth Form Council Meeting  
Wednesday 14th November 2018

Minutes

Chair: Imogen White 13NWA  
Secretary: Riona Linn 13FSE/AGO

Attendees:

Dr Palmer  
Mrs Hiett  
Mrs Ellen  
Mrs Hopkins  
Asma Waheed 13VCA  
Mariam Ahmed 13FSE/AGO  
Devena Kaur 13JMI  
Bethan Evans 12AHO

Bethan Mapes 12PKU  
Anna Champion 12YSI  
Lily Follett 12YSI  
Prithi Jothimurugan 12DNO  
Heather Millar 12HGR  
Kemisola Adediji 12AHN  
Elena Dobre 12DNO

Matters arising

1. Sixth Form teaching and learning

- Feedback regarding guidance in extracurricular reading
  - Positive feedback given for:
    - Maths resources — in particular supplementary exercises and additional textbook written by and provided by Mr Goodier.
    - Year 13 R.S. provided material
    - Chemistry and German
  - Feedback for more guidance on extracurricular reading for Spanish and French classes
  - Feedback that supplementary help is needed for Pre-U Mandarin students — Students would like support in the literature and history sections of the curriculum

2. Enrichment Day Programme

- Feedback regarding changes to the enrichment day programme
- Feedback about difficulty of planning new trips without taking away from the existing programme.
- Idea for a trip to Spain
  - Feedback that this would be the responsibility of the Spanish department to organise
- Idea for Sixth Form German students to assist on the year 8 Rheinland trip
  - Feedback that this would in many ways be a very attractive idea in terms of leadership development
  - Feedback that this could have a negative educational impact due to the number of school days missed.
  - Feedback that this could also put extra strain on the German department to organise and oversee the trip

Points of Action

- Students are encouraged to organise their own educational trips to lectures or museums during the holidays
- Dr Palmer, Mrs Hiett and Mrs Ellen to discuss teaching and learning feedback with relevant members of staff

Sixth Form Teaching and Learning

1. Study Periods and Study Spaces

- Feedback that the loft is used well by Year 12 students
- Idea for textbooks to be available for use in study rooms

- However worry expressed that they would not remain in study rooms
- School does not have an unlimited supply of textbooks
- Old history/geography/english books currently available for use in room 37
- Chemistry textbooks available for use in room 19

## 2. Access lessons and subject clinics

- Feedback that English clinics are helpful — available to all English students
- Idea for drop-in sessions similar to chemistry ones for other sciences for year 13

## 3. Year 13 UCAS Predicted Grades

- Yr 13 TA2 is a reasonable indicator of what actual grades are likely to be – much more so than a UCAS grade
- Stressed that Yr 12 internal exams are important for predicted grades

## 4. Year 13 Mock Interviews

- Positive feedback received

## 5. Overnight Homework

- Feedback received that occasionally too much homework is set for the next day
  - Feedback that the impact may be lessened due to use of study periods however there have been instances of homework set in the afternoon due in the next morning.
  - Idea to monitor the workload set in different classes at one time to prevent overlap of overnight homework that may lead to a build-up

## Points of Action

- Students are encouraged to talk to their teachers if they feel the workload may be excessive

## Other Matters

### 1. Premises and Practical Issues

- Feedback regarding response to complaints about the lack of food in the Sixth Form Canteen
  - Feedback that as the sixth form canteen opens at 12:15, food easily runs out at the start of the official lunch time
  - Feedback that the canteen opens early to give students who are running lunchtime clubs an equal opportunity to get school food
  - However if there is insufficient food this is to be addressed with Mrs Hoefling
  - Idea for sixth formers to go to the main canteen to buy lunch from 12:15 to 12:35 so as to prevent the sixth form canteen from running out early
  - Mixed feedback received on buying pasta from the sixth form canteen
  - Feedback that pasta at the sixth form canteen is not as good in quality as in the main canteen
- Discussion regarding reducing plastic waste in the school — especially in respect to polystyrene food containers.
  - Idea for recyclable replacements - e.g. cardboard containers or bamboo cutlery
  - Idea for sixth formers to bring their own reusable cutlery
- Request for a copy of the cover board in the common room
- Feedback that students would like blinds on the west-facing windows in the sixth form common room

## 2. Safety Management

- Discussion regarding ways of improving student circulation around school at busy times
  - Idea for a one-way system to be implemented in which students may only walk in a clockwise direction around the old school building in times of congestion
  - Idea for left-turn only rules to be implemented at junctions such as where the old school building links to the languages building. This idea was found to be more popular.

### Points of Action

- Riona and Imogen to look into canteen affairs with Mrs Hoefling including ideas suggested during the meeting and status of the Sixth Form Café
- Bethan Evans to receive cover board copy from Mrs Lamb every morning and display in the common room
- Dr Palmer to feedback to Mrs Chapman on ideas for a congestion prevention system

The next meeting of the Sixth Form Council will take place on the 23<sup>rd</sup> of January 2019

## **Sixth Form Council 23rd January 2019**

### **Minutes**

#### **Present:**

Dr Palmer	Imogen White	Fiona Neave
Mrs Hiett	Riona Linn	Milly Pigram
Bethan Evans (Chair)	Devena Kaur	Charlotte Livesey
Lara Gigov (Secretary)	Asma Waheed	Abigail Preece-Cogswell
	Etomi Akpala	Ashitha Abdul
		Anna Champion
		Zaira Imran

#### **Item 1 - Homework**

- The issue of overnight homework was raised, particularly in Economics.  
*Point of Action:* Students should speak to the teachers to inform them that it is not always possible for the homework to be completed overnight, however in most cases this is a one-off and should be done as soon as possible to avoid falling behind.
- The issue of too much homework was raised, particularly in German. It was thought that there was often too much homework per lesson.  
*Point of Action:* Students should discuss with their teachers how many hours of homework is expected versus how many hours the homework takes. It was also suggested that a log could be taken by all the students of how long homework takes.

#### **Item 2 - Tests**

- It was raised that many tests across subjects often fall at the same time, making it hard to revise.  
*Point of Action:* The need for students to be warned well in advance of an upcoming test was raised so that students have time to prepare.
- The science department was praised for their use of a sheet to inform all classes of upcoming tests, and it was suggested that this be taken onboard by other departments.

### **Item 3 - Sixth Form Facilities**

- The issue of outdated careers boards in the old common room was raised.  
*Point of Action:* These can be easily updated, perhaps by senior prefects.
- It was suggested that a whiteboard be placed in each common room, on which notices and information can be put up and taken down easily. This would help avoid the issue of outdated information.
- The idea was raised of replacing the artwork in the old common room with works of some of the current students.  
*Point of Action:* Bethan and Lara to speak to the Art department and specific students.
- The issue of the drama foyer toilets' cleanliness was raised.  
*Point of Action:* Lara and Bethan to email site team regarding air fresheners.
- In regards to the sixth form canteen, it was raised that opening the main canteen for sixth formers at 12:15 has not had the desired effect and therefore overcrowding in the sixth form canteen is still a problem.  
*Point of Action:* Bethan and Lara to speak to Mrs Mulgrew.

### **Item 4 - Enrichment days**

- Feedback on the year 12 EPQ enrichment days suggested that clearer communication was required to avoid overlap of content, however this was a one-off.  
*Point of Action:* EPQ days are to be reviewed so as to improve EPQ lesson structure in the future.
- It was raised that subject specific enrichment days would be beneficial to year 12s. However, it was established that often this leads to subject crossover and competition, as it is not ideal for one subject to ask all their students to come in for a whole day. It was also mentioned that year 12s are often needed for outreach days which overlap with enrichment days.
- It was suggested that ED1 in year 12 be used for whole-year bonding activities, however it was brought to attention that previous externals have preferred meeting other students in lessons rather than with forced activities.

### **Item 5 - RTP**

- The mixed electives were praised, as well as the student led sessions, as students found it beneficial to mix with the other year group.
- Suggestions for future RTP sessions were postponed until next term, as RTP plans have already been devised for this academic year.

### **Item 6 - Uniform**

- It was raised that students would like some clarity on the uniform rules, in particular with regards to turtlenecks and earrings. It was established that as long as uniform is smart and appropriate there should be no issue. However, in terms of earrings it was decided that hoops and double piercings remain prohibited.

**Discussion regarding the use of form times and folder checks was postponed to the next meeting due to lack of time.**