CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

Minutes of a meeting of the CURRICULUM COMMITTEE held at the School at 5.00pm on Wednesday 10th May 2023

Present:	Andrew Bonwick	Chair
	Stephen Lawlor	Head
	Sarah Clements	
	Priya Rangaswamy	
	Lauren Smith	
	Mary Argent	Associate Member (via Teams)
In Attendance:	Adam Selby	Asst Headteacher (Teaching & Learning & Staff Development)
	Wendy Newton	Clerk to Governors
Apologies:	Jo Cross	Deputy Headteacher (Academic)

ITEM 1 – APOLOGIES FOR ABSENCE **ACTION**

1. Apologies for absence were received from Jo Cross, Deputy Headteacher (Academic), and accepted.

ITEM 2 – DECLARATION OF INTERESTS

2. There were no declarations of business interest, further to those already stated on the Register of Business Interests for 2022-23, or conflicts of interest or receipts of gifts or hospitality.

ITEM 3 - MINUTES OF THE LAST MEETING

3. The minutes of the meeting held on 22nd February 20232 were approved as presented.

ITEM 4 – MATTERS ARISING

4. Item 4, Para4 – GCSE German Results - **Decision**. Governors queried the re-marking of the remaining twenty GCSE German papers. The Headteacher **agreed** to ascertain the outcome of the re-marking and advise Committee members by email. (**Clerk's Note**: Sent to Committee members by email on 11/05/23), as follows: **Head**

'Following our ongoing engagement with Pearson over the marking of the speaking component of the German GCSE, Pearson have now issued an apology to the school and remarked the whole cohort. The results of the remark are as follows:

- *12 students increased their grade - 19% of cohort.*
- *48 students saw their mark increase - 77% of the cohort (this figure includes those whose grade increased).*
- *14 students had no change to their mark – 23% of the cohort.*
- *As a result of this work, 4 students have now achieved straight 9s for their GCSEs.*

We continue to work with Pearson regarding the refunding of the appeal fees and reissue of the students GCSE certificates. We are in the process of putting together a formal response to Pearson.'

ITEM 5 – CHAIR'S ACTION

5. There was no Chair's action to report.

Chelmsford County High School is a company limited by guarantee, registered in England and Wales (company number 07445392).
Registered Office: Chelmsford County High School for Girls, Broomfield Road, Chelmsford, Essex, CM1 1RW

DRAFT

ITEM 6 – SCHOOLING & CURRICULUM **ACTION**

6. The Headteacher advised that attendance was good and particularly for Years 11 and 13 in relation to this point in the academic year. Year 11 had finished formal schooling the previous week and their first GCSE examination was on Monday 15th May. The first A level for Year 13 was on Wednesday 17th May. Public examinations would continue until Monday 26th June. The Headteacher advised that A Level PE was to be introduced to the Sixth Form curriculum in September 2023 and that uptake from the current Year 11 cohort had been good, additional external students could also be expected for the subject.

7. The School had agreed to run a survey of curriculum subject hours on behalf of GSHA and the feedback received was being used as benchmarking for CCHS. A previous GSHA survey in 2016 had resulted in the School moving from 11 to 10 GCSEs. Over 80 out of 163 schools had responded to the new survey and it was reported that CCHS was now an outlier in relation to the number of hours given to its A level subjects. Most schools gave 9-10 hours per fortnight for each subject against 8 hours by CCHS, this was a legacy from when the IB was undertaken at the School. From September 2023, the School was to timetable 10 hours for A level Mathematics and the Sciences and 9 hours for a selection of other subjects. The Deputy Headteacher (Curriculum) was currently working through the survey responses and additional information would be presented to the Curriculum Committee in the Autumn Term.

ITEM 7 – PUBLIC EXAMINATIONS UPDATE

8. The Committee was informed that, linked to the CCHS Achievement Strategy, the School was working on recognising what each student year group had lost due to their Covid experiences and what could be done to help them. An Easter revision school had been run for the first time for selected students in Year 11 and 13. Additional revision sessions had also been arranged for a small number of selected students in the same year groups during their study leave. The outcome of these new initiatives would be assessed in the future. Governors queried the effect on the School's resources in relation to the increased A level subject teaching hours and were advised that the increase in student numbers currently covered the increase in teaching hours but that additional teachers may be required in the future. Governors also asked if it would be more beneficial for revision sessions to start in the Spring half term but were advised that some courses would not have finished that early and that Easter was the best time for the students. It was also stressed that Year 12 examination results and TA data compiled during Year 13 gave an indication on which students needed earlier intervention.

9. Governors noted the long-term effect of Covid and asked if the School had noticed any developmental issues in students. It was reported that the current Year 7 cohort did present as being more immature than previous cohorts and that this was a result of lack of contact at school during the pandemic. Staff had recently received training on behaviour in the classroom and strategies to address low-level behaviour issues not previously seen in the School. It was also noted that the current Year 13 had not sat GCSEs and therefore had a fear of formal examinations. Governors commended the additional mocks that had been undertaken to assist students. The School had undertaken a lot of work to inform both students and parents on revision strategies. It was stated that the staff had worked hard to assist the students. Following an issue in the previous year, a Governor query was raised about the EPQ and how moderation was progressing. School results were to be submitted to the examination board on 15th May and internal analysis suggested that good results should be expected. The School now had a strong HPQ (KS4) and EPQ (Sixth Form) moderation teams in place.

ITEM 8 – SUBJECT OPTIONS

10. The predicted subject option numbers for Years 10 to 13 in September 2023 were received. The Headteacher reminded the Committee that this would be the first cohort of 180 students for Year 10 and that this would affect class sizes for a couple of years until the transition from 150 to 180 students settled down. Queries were raised on variations of class size in specific subjects and additional explanation was received from the Headteacher. It was noted that class sizes often vary year-on-year due to the staffing situation at the time. The Committee were reminded that the data

Chelmsford County High School is a company limited by guarantee, registered in England and Wales (company number 07445392).
Registered Office: Chelmsford County High School for Girls, Broomfield Road, Chelmsford, Essex, CM1 1RW

DRAFT

only related to internal students, the figures for Year 12 would increase in September when the new external student intake had been incorporated. The situation relating to GCSE Italian in Year 12 was queried as no students were recorded. Governors were informed that the subject was only taught by one member of staff who was retiring at the end of this academic year and therefore it could no longer be offered. There was a possibility that a new member of staff may be able to take the subject up in the future but that stable staffing was required before a subject could be formally offered to students. It was confirmed that the variation in class size numbers showing in Year 12 Mathematics would be evened up with the intake of new external students. The Chair queried how total student numbers looked for Year 12 in September 2023. It was stated that some students traditionally left after Year 11 but that there was good interest from external students wishing to join in Year 12 following the Open Evening, Insights Evening and Year 12 taster lessons. The Headteacher confirmed that PPG status would not be known for new Year 12 students unless stated on the records received from their previous school. The Sixth Form Bursary, the KS5 alternative to the PPG, was heavily advertised to both students and their parents.

ACTION

ITEM 9 – TA2 DATA

11. TA2 data for Years 11 and 13 was reviewed and the Assistant Headteacher (Teaching & Learning & Staff Development) summarised the data. The Year 11 TA2 average was 89.7% GCSE grade 7-9, a 3% decrease on last year but deemed an acceptable variation. It was noted that the GCSE grade average for three subjects which had had raised concerns after the Year 11 mock examinations, English Literature, English Language and RS, had all gone up significantly now that the courses had finished. Teaching staff were working hard to address any student weaknesses with additional interventions. Governors noted that the figures for TA1 and TA2 were very similar and queried the dip for the Year 11 mocks. It was stated that the TA2 figure is the best indicator of the students GCSE end results as it takes into account the largest amount of data, including the Year 11 mocks. An explanation of the examination grade boundary system was received, and it was noted that the grade boundaries are relative and change each year. There were to be no Government adjustments in relation to the Summer examination results. The Headteacher stressed that the School would look closely at all the examination results and would query any irregularities.

12. TA2 data for Year 13 showed 83.7% A level grade A*-B, a 4% decrease on last year but within acceptable margins. As an average grade, the Year 13 cohort was down by 0.3. Six subjects showed strong results with a potential 100% grade A*-B likely. Three subjects, Psychology, Chemistry and Economics, were requiring further focus and additional interventions had now been put in place. Governors noted that variations in outcome could be expected between different years. Weaknesses in specific subjects, caused by staff absence and new members of staff, were being addressed by the School. The Headteacher re-iterated that the increase in A level teaching hours would improve the overall situation. It was suggested that the School's aim was to achieve 90% A level grade A*-B but that this was constricted by the current lack of teaching time, now being addressed. Additional teaching time would allow for more consolidation of learning and revision before the public examinations take place.

ITEM 10 – CHANGE@CCHS

13. The meeting were informed that the Change Prefects had changed in January 2023 and new Year 12 students were now in place and working with the two Deputy Headteachers. Sheri Watt, a teacher of English, had also expressed a strong interest in the Change Project and would be working alongside the new Change Prefects. An update on the Change Project would be published after the Summer Half Term to round off the academic year. The Headteacher confirmed to Governors that the energy behind the project was still as strong and was now established within the School.

ITEM 11 –POLICIES

14. Item 11.1 - Examinations Contingency Policy - **Decision**. A new Examinations Contingency Policy was presented for review and approved as presented with an annual review. The policy was to be re-presented alongside the full Examination Policy in Autumn Term 2023.

Chelmsford County High School is a company limited by guarantee, registered in England and Wales (company number 07445392).
Registered Office: Chelmsford County High School for Girls, Broomfield Road, Chelmsford, Essex, CM1 1RW

15. Item 11.2 – Curriculum Policy 2023 - **Decision**. With one typographic correction, the Curriculum Policy 2023 was reviewed and approved as presented with a one-year review. **ACTION**

16. Item 11.3 - Educational Visits Policy - **Decision**. The Educational Visits Policy was presented for re-approval following the addition of new content relating to passport expiry date expectations. The Headteacher explained the reasons for the new content. The Educational Visits Policy was approved as presented with a two-year review.

ITEM 12 – SCHOOL DEVELOPMENT PLAN

17. The Mid Term Review of the School Development Plan 2023 was received for information.

ITEM 13 – RISK REGISTER

18. **Decision.** The curriculum section of the CCHS Risk Register was received for termly review and **approved** as presented.

ITEM 14 – INFORMATION ITEMS

19. **Item 14.1 - Student Voice & Sixth Form Council Minutes**. The Committee received curriculum-related extracts from the minutes of the Sixth Form Council and Student Voice meetings both held on 9th February 2023. Governors queried specific items in the minutes and the Headteacher gave additional explanation. The interesting feedback on the intervention and revision sessions received from Sixth Form students was noted.

20. **Item 14.2 - Artsmark**. The Headteacher advised that, having already achieved the Artsmark Gold Award, the School is now attempting to achieve the Platinum Award. Details of the application and the breadth of the scheme were explained. Jonathan Harvey, SDL and Head of Art, was leading the project assisted by Sarah Clements, Teacher of Music and Staff Governor.

ITEM 15 – ANY OTHER BUSINESS

21. No other items were raised for discussion.

ITEM 16 – DATE OF NEXT MEETING

22. **Decision**. The date of the next meeting would to be presented at the Full GB meeting on 7th July 2023. **All**

The meeting closed at 6.15pm.

Agreed as a true record.

A Bonwick
Chair Date: 1st November 2023

DRAFT

Chelmsford County High School is a company limited by guarantee, registered in England and Wales (company number 07445392).
Registered Office: Chelmsford County High School for Girls, Broomfield Road, Chelmsford, Essex, CM1 1RW