

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

Minutes of a meeting of the CURRICULUM COMMITTEE held at the School at 5.00pm on Wednesday 22nd May 2019

Present:	Mike Worboys Nicole Chapman Andrew Bonwick Sarah Clements Lauren Smith Mary Argent	Chair Head Associate Member
In Attendance:	Stephen Lawlor Michael Palmer Wendy Newton	Deputy Head (Curriculum) Assistant Head (Head of Sixth Form) Clerk
Apologies:	Nicholas Minnican	Assistant Head (Teaching & Learning)

1. The Chair opened the meeting by welcoming Andrew Bonwick, new Parent Governor, to his first meeting and introduced the members of the Curriculum Committee.

ITEM 1 – APOLOGIES FOR ABSENCE

2. Apologies for absence were received and accepted from Nicholas Minnican.

ITEM 2 – DECLARATION OF INTERESTS

3. There were no declarations of interest other than those already stated on the Register of Business Interests for 2018-19.

ITEM 3 - MINUTES OF THE PREVIOUS MEETING

4. The minutes of the previous meeting held on 13th February 2019 were approved and signed as a true record.

ITEM 4 - MATTERS ARISING

5. Item 7, Para 13 – Artsmark. The meeting was informed that the Gold Artsmark award had now been confirmed and the Director of Music was commended for his work in attaining the award. It was noted that the award needed to be renewed on a biennial basis and that the higher Platinum award required a large amount of outreach work, which may be too much for the School to implement.

ITEM 5 – CURRICULUM MONITORING

6. The Year Group Review for Year 11 dated January 2019 was received for information. The Deputy Head (Curriculum) advised of a change of format to previous reviews and summarised the new procedures involved. Lesson observations were now unannounced but this had not caused any concern to the teaching staff. Governors noted the report and stated that it was very positive overall. The year group was deemed to be a very positive cohort and had just started their GCSE examinations.

ITEM 5b – INSPECTION DATA SUMMARY REPORT

7. The official Ofsted Inspection Data Summary Report (ISDR) dated 29th April 2019 was reviewed, it summarised the KS4 and KS5 outcome data for July 2018. The Committee was reminded that the baseline for the KS4 (GCSE) data was KS2 results and that only 90 KS4 students took this test, therefore the outcomes of 25% of the year group were not included in the report. The results at KS4 were very strong with an overall Progress 8 figure of 0.84, i.e. CCHS students achieved 4/5 of a GCSE grade higher on average than similar ability students across the country, which was

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significantly above average. It was noted that there was a general upwards trend for the overall Progress 8 figure over the past few years. Governors queried the data presented for disadvantaged students, it was confirmed that the data for cohorts of less than 10 students were shown in grey, there had been only 3 disadvantaged students in that particular cohort. It was suggested that the entry standard of students into the School was increasing year-on-year which would make increased progress harder to achieve.

8. The data for KS5 was reviewed and it was noted that EPQ results were reported as an AS level examination. The baseline for the KS5 progress was confirmed as KS4 GCSE results, which were already very high. The Committee noted that the overall value added figure was below the national average but that progress had been made on previous years and that progress was expected to continue again this year. It was expected that the A level A*/A/B grade attainment would be at least 80% this Summer (75% in 2018). The School confirmed that it was aware of the issues behind the previous weaker A level results and that positive action had been taken this year to address them. The Head advised that it had been decided to change from the OCR Chemistry A level course to the AQA course with effect from September 2020. Governors queried whether teaching staff were benefiting from the training available from examination boards in relation to the new courses and style of examinations. It was confirmed that staff training had been undertaken by various means, including attending offsite courses and participating in webinars; but that exam feedback was not always consistent with what happened the following year. It was stressed to the Committee that the School was focussing its efforts on improving the A level results.

ITEM 6 – SUBJECT OPTIONS

9. The student subject numbers for Year 12 in September 2019 were reviewed alongside possible group numbers. The figures showed both internal and possible external candidates. The meeting was advised that the School intended to reduce the number of groups in five A level subjects at the end of Year 12 in July 2019 through revised timetabling, making curriculum efficiencies. The lack of Computing at A level for the 2019-20 academic year was queried in relation to increasing student numbers in the subject at GCSE. The situation was explained and it was reported that A level Computing had never been offered by the School, alongside Classical Civilisation and Mandarin, all due to very small student demand. The need for specific A level subjects for entry into university was discussed along with the limited finances of the School.

10. The subject option figures (student and group numbers) for Year 10 in September 2019 were received and discussed. There was a growth in demand for GCSE Computing and Drama and a drop off in Latin, and the effect of staff changes on subject numbers was noted.

ITEM 7 – YEAR 9 OPTIONS

11. The Committee was reminded that September 2019 was the second year when the number of GCSEs taken by each student was reduced to 10 subjects. The effect of reducing the total number of GCSEs taken and removing the mandatory Creative subject option had been closely monitored by the School: 90% of students had voluntarily chosen to study a Creative subject last year and 84% have done so for September 2019.

ITEM 8 – CAREERS

12. The meeting received a written progress report from the Head of Careers, Dr Alex Hiner, and the Head of Sixth Form advised that the School was working towards full compliance of the statutory Gatsby Benchmarks by September 2020. It was noted that most CCHS students go on to study at university making careers compliance possibly less relevant to a grammar school. After a wait of 6 months, an Enterprise Advisor had now been appointed to the School and the first meeting had been held on 14th May, the remit and scope of the adviser was explained.

13. The use of current parents and former students was raised in relation to careers advice and guidance and it was confirmed that both are utilised at the School's annual Careers Evening and Sixth Form practice interviews. The meeting discussed the various opportunities available for

receiving careers guidance within the School programme. It was noted that the Sixth Form Interviews should be added to the Careers Update document.

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ITEM 9 – POLICIES

14. **Item 9.1 – Curriculum Policy - Decision**. An amended Curriculum Policy for September 2019 was received for approval. The policy had been revised to develop explicit references to curriculum intent, implementation and impact. The meeting debated the content of the policy and it was suggested that additional information should be added to the 'Impact' section of the policy and that reference to the EBacc would be added. The Deputy Head agreed to revise the policy which would then be circulated by the Clerk for final approval by email.

**Dep Head
Clerk**

15. **Item 9.2 – Examinations Policy - Decision**. The JCQ model Examinations Policy was presented for review and approval. The Examinations Officer had updated the template policy with current JCQ links and documents. The document date of 2018/19 was queried and it was suggested that the document would also be valid into the next academic year. A couple of minor corrections and omissions were noted. The Clerk agreed to discuss the issues raised by the meeting with the Examinations Officer and then inform the Committee.

Clerk

16. **Item 9.3 – Collective Worship Policy - Decision**. The Collective Worship Policy was presented for re-approval with a couple of minor changes in phraseology. The Collective Worship Policy was approved as presented with a 3-year review.

ITEM 10 – SCHOOL DEVELOPMENT PLAN

17. The curriculum-related section of the School Development Plan 2018-19 Mid-Term Review was received for review and noted. It was reported that the Final Review would be received at the Full GB meeting in July. No specific comments were made on the current version of the document. The Chair noted that updates had improved this year and thanked SLT for their input.

ITEM 11 – RISK REGISTER

18. **Decision**. The curriculum-related section of the CCHS Risk Register was received for termly review. It was agreed that no amendment was necessary.

ITEM 10 – INFORMATION ITEM

19. **Item 10.1 - Student Voice & Sixth Form Council Minutes**. The Committee received curriculum-related extracts from the minutes of the Student Voice meetings held on 6th February, 13th March and 1st May 2019 and Sixth Form Council meetings held on 13th March and 30th April 2019. The meeting noted the issues raised by students which included student lockers and the increased number of cover lessons, and the background details relating to the issues were explained by the Head.

ITEM 11 – ANY OTHER BUSINESS

20. **Governor Meeting Packs**. The preference for all Committee members to use electronic documents for Governing Body meetings was stressed by the Chair.

ITEM 12 – DATE OF NEXT MEETING

21. **Decision**. The date of the next meeting had yet to be arranged.

Clerk

22. Being the last Curriculum Committee meeting for the Head, the Chair thanked her for her participation and support over the years.

The meeting closed at 6.47pm.

Agreed as a true record.

M Worboys, Chair

Date to add (Autumn Term 2019)