

**Friends of Hatcham (Years 7 to 13)**  
**Minutes of Forum and Friends meeting**  
**Tuesday 27 April 2021 at 7pm**

**Online Meeting – via zoom**

Present (virtually):

Liz Dekker (Chair), Naomi Davis (minutes), Mr Deane (Assistant Principal - Key Stage 4 Raising Standards), Mr Heafield (Vice Principal – Achievement and Standards), Ms Fearnley (Assistant Principal – Quality of Teaching)

Attendees online (33)

**Forum meeting – Covid Catch-up plans**

Liz introduced the members of the leadership team Ms Fearnley, Mr Deane and Mr Heafield.

A full recovery plan for the school will be published on the school website early May.

**Quality of education Plan – presented by Ms Fearnley (Assistant Principal – Quality of Teaching)**

School priorities:

1. Quality first teaching
2. Thirst for learning
3. Progress and achievement for all

We have embedded practices of teaching in the classroom – retrieval practice, principals of instruction and key lesson components include:

- Do now tasks
- Learning objective
- Modelling/chunking/scaffolding

**Phase 1 Strategy (March – April):**

- 8<sup>th</sup> March inset day remind about quality first teaching
- Regular training session for staff every Monday
- Thursday teaching and learning forum – where teachers need additional support or develop practice
- Teaching and learning bulletin – teachers use in teaching
- External consultants – face-to-face review after remote teaching – get to grips where teachers are and address concerns
- Model leverage coaching – encourage staff to offer feedback on coaching model (eg acting it out to embed in practice)

**Phase 2 Strategy (April – July):**

- Blended learning approach. Utilising remote teaching resources eg visualisers (cameras allow staff to write/draw)

- Students provided with kit of resources
- 2 newly appointed members of staff – literacy (drop everything and read (DEAR) day, Lexia programme for students who are struggling) and EAL (English as an additional language) coordinator

### **How can parents support at home?**

- Utilise online platforms, eg Hegarty, Seneca Learning
- Question students on their knowledge organisers
- Use external online resources eg BBC Bitesize

### **Centre- Assessed Grade Process – presented by Mr Deane (Assistant Principal - Key Stage 4 Raising Standards)**

In March we were told by DfE exams would not take place – grades to be decided by centre assessment.

School has devised a new method/structure to make sure Year 11/13 students are given a fair deal and can demonstrate working at a grade. Different from last academic year in that this year exam boards will come in to check work and will take examples of work.

We believe we were fair last year and marks weren't inflated.

Tests taking place Year 11/13 at the moment.

### **Range of assessments to demonstrate best work:**

1. Review curriculum – how much covered/sustainability (before Easter holidays) – content not covered by students during virtual learning omitted
2. Consider sources of evidence
3. How to balance sources of evidence eg exams, homework, classroom
4. Moderate examinations (quality assurance) – signed off by class teacher, head of subject and Ms Solani
5. Collate all sources of evidence
6. Assign a grade using evidence and descriptors
7. Final sign off

Students will get their results on results day, teachers will not share them beforehand.

### **Expectations and consistency demonstrated by:**

- Exam board materials
- Mock exams
- Coursework
- Essays
- In-class test
- Online learning eg Hegerty

- Book work that clearly evidences grade worthy work

Staff will demonstrate the priority given to these eg staff confident that it is all the student's own work

### **Appeals/results**

Students will be able to appeal their result in these stages:

1. Student will first ask their centre to see if an administrative error was made
2. If error was made centre can submit revised grade and rationale to exam board (if exam board satisfied they will issue revised grade)
3. If no error made students can ask centre to appeal to exam board on their behalf – they will submit evidence - exam board will consider if grade awarded reflected appropriate exercise of academic judgement and if centre followed its own process. They will determine the grade the evidence would support.

### **Overview of recovery plan (waiting to be approved by Federation) – presented by Mr Heafield (Vice Principal – Achievement and Standards)**

3 phases

1. Blended learning (provision of laptops – high quality teaching)
2. Returning to school – accurate GCSE/ A Level grades and students return to school in comfortable way to foster wellbeing as well as ??
3. September – return – quality first, well-being (comfortable, effects of lockdown) Catch up for students who have fallen behind further than their peers

Key areas:

**Quality first teaching** – there have been reviews from external consultants eg Steve Mastin (educational consultant whose previous roles have included History Curriculum Advisor to the Department of Education (2010-2013) and History Curriculum Designer” for OCR Exam Board (2000-2016)) – help to look at the current curriculum so it is rigorous and ensures students who are coming out of lockdown will not be disadvantaged by loss of learning time. Will also have similar in English, Maths, MFL (modern foreign languages).

**Use of knowledge organisers** – counters against cognitive overload and evidence shows they really support progress.

**Timetable for next year** – has been looked at to make it more efficient to allow more money for interventions. No split classes eg 2 teachers for 1 subject (so students have greater rapport with smaller number of teachers who know them better)

**Well-being** – tutor groups, split site makes it harder. 50% have same tutor every day or 4/5 days and same teacher for the other day. delve into PSHE/tutor time

**Revised rewards system** – REACH points and want to celebrate students. Reward at every half term – gain merits eg allow students to have non-uniform day, trips, events (behaviour and reward policy getting approval now)

**Head of year** – reduced timetable – more time to support year group – monitor that better – well-being

**Interventions** – residential for key year groups (if allowed) – First Class Education will work with 10 Year 7 students, looking into summer schools, literacy Coordinator (students have fallen behind nationally – we want to increase literacy of students, EAL coordinator (also fallen behind nationally)

**GCSE year group tutors** – Maths/English teachers as form tutors to increase support in these subject through tutor groups

### **Questions:**

Our son, who is in year 9, often comments that his homework isn't marked and he doesn't get feedback. He is struggling to maintain motivation to do homework when he thinks that teachers don't look at his work. We have noticed that he is less inclined to get the homework done well when he thinks that the teacher won't mark it. Could we have some information about what the policy is on this?

Ms Fearnley answered - will investigate – each department has marking policy – feedback sometimes given in class, homework sometimes contributing to wider project and used in class so not needing to be specifically marked. Need to gather information on this to hold teachers to account and address it – so please send details to Mr Heafield.

**AP: Liz will put parent directly in touch with Mr Deane**

**AP: Mr Heafield to speak to staff once he has specific details**

Would it be possible to get quizlet and Hegarty set on a regular basis? Our son thrives on consistency and did well when quizlet tasks and Hegarty were set every week.

Mr Deane answered - Hegarty should be set consistently – will check/discuss with staff. School is investing in Seneca Premium so that it can be used to track the work like in Hegarty. Helps to monitor (very specific) – staff need to be trained in it – hopefully put in place half term. Quizlet used in MFL.

**AP: Mr Deane will check to see if Year 7 students have access to Seneca in science.**

**AP: Liz will put parent directly in touch with Mr Deane**

We have noticed that homework and notification about assessments is sometimes put on Satchel very late (on one occasion the night before an assessment), leaving little time for preparation. This increases stress, particularly for children with SEN. What is the policy on this?

Ms Fearnley answered – knowing the context/details would be useful. Homework theoretically should be set on the day for the following week. Sometimes teachers busy so don't upload until later (but will have been set in the lesson).

There are 3 assessment points throughout year – assessment calendar will be sent out as has been updated (different for all year groups). They take place in different weeks for the year groups to allow teachers to mark in this order:

Years 7&12

Year 8

Year 9

Federation wide tests in core subjects (English, maths, science, humanities) are aligned curriculum teaching same topics at same time.

**AP: Liz will put parent directly in touch with Ms Fearnley**

**AP: Ms Fearnley will remind teachers to do it on the day**

**AP: School to send out revised assessment timetable**

Year 11 student did not realise assessment during Easter holiday had to be brought back in – late for the deadline

That is OK - get them to bring it in – better late than never, We want to give the best grade. Most important to get the work in. There will be a deadline for when grades have to be in the system – evidence will need to be submitted to school before half term (teachers gathering the assessment grades by 7<sup>th</sup> June to be formally assessed by 18<sup>th</sup> June)

There has been almost no practical science in Year 7 this year (a couple of demos that I am aware of, but really minimal) due to classroom limitations. What are the plans for allowing the children to catch up on this missed part of their science education?

Every science class next year will be a double period to allow practical catch up.

## **Main Friends of Hatcham Meeting**

Liz gave a quick recap of what has been happening:

- Paid for basket ball hoops at top site
- Gave pens/cards for all staff as a thank you – got some lovely response from teachers appreciative
- Applied Charity Commission to change name – 30 days treasurer chase after 1 May bank holiday
- Uniform sale in summer term – 2 rounds of collection one in the next few weeks and another one in June (Year 11s need uniform until end of June)
- Easyfundraising – we have raised £50 in last couple of weeks for doing nothing! One school raised £780 locally so it does add up.

- Ms Solani last night – targets and events will feed back hoping Sep will be able to do in-person events – community, meeting other parents fostering sense of community – will announce soon, finding an annual target – eg fundraise for science one year, sport etc

**Date of next meeting: 15<sup>th</sup> June**