

HEADTEACHER'S GOVERNORS REPORT **SUMMER 2015**

Cardiff High School OLEVI Improvement Hub presented by Mr S Thompson, Deputy Headteacher

Cardiff High school has had a very successful first year operating as a School Improvement Hub for the Central South Consortium. The school has been at the forefront of the improvement hub agenda and to date Cardiff High School staff have been involved in providing training and professional learning opportunities for over 150 staff from the five neighbouring local Authorities which make up the Central South region. In the academic year 2014-2015 Cardiff High has provided a number of training opportunities which include:

- Olevi Outstanding Teacher Programme
- Olevi Improving Teacher Programme
- Newly Qualified Teacher Pilot Programme
- Future Middle Leaders Programme
- Future Senior Leaders Programme
- Defining and Supporting the LNF

Moving forward, the school has been pivotal in the conception and development of a new NQT training programme, "Aspire" which the Welsh Government are now keen to endorse as a professional learning entitlement for all newly qualified teachers. The first stage of the roll out will include training 300+ NQTs in the Central South region from September 2015 and in June the school supported the direct training of the facilitation teams from other Hub Schools who will manage the roll out of the programme.

Cardiff High School staff have benefited enormously from the school's status and work as an improvement hub, with over 30 Middle Leaders benefiting directly from the training programmes and opportunities. Furthermore a core team of ten staff have had the exciting opportunity to develop professionally in terms of leading the inset and training programmes and working with colleagues from other schools. The improvement hub journey continues to be an exciting development which not only further develops our reputation as a key player in the educational sector but also firmly places the school at the heart of future school-to-school work which the Welsh government is so keen to encourage. Mr S M Jones chairs the Teaching and Learning Board overseeing the work of the hubs in this region.

Eastern High Support Team Progress presented by Mr S M Jones, Headteacher

In March 2015, the local authority asked the school to consider working in a consultancy capacity with Eastern High School. Eastern High had just been through an unsatisfactory inspection and the Headteacher had left her post. With the support of Governors, the school agreed to support Eastern High in a number of key areas. These included Leadership, HR, Reporting and Assessment, Curriculum and Wellbeing. Mr S M Jones, Headteacher, Mr S Thompson, Deputy Headteacher, Mrs A Yarrow, Deputy Headteacher, Mrs H Lewis, Assistant Headteacher and Ms C Falcus Assistant, Headteacher (CHS Support Team) consequently developed an action plan funded by the Welsh Government to support Eastern High until August 2016. Innes Robinson who was due to leave the school in August 2015 was seconded to Eastern High as part of the plan. Whilst still in the

early months of this work, the CHS Support Team are having significant influence on the progression of Eastern High as it attempts to move away from special measures.

Although the work is difficult, it is both challenging and stimulating. It has also provided many professional development opportunities for the many excellent staff that we have in Cardiff High School. The experience of this type of work will contribute to the ongoing success of Cardiff High School.

Attendance – Presented by Mrs A Yarrow, Deputy Headteacher

Last year, 2013 – 14, we were pleased to report that the attendance figure returned to the Local Authority was 96.06%. This represented a 3% rise in attendance since 2010 and placed the school in the top quarter of similar schools in Wales and at the top our family of schools. The school set itself the aspirational attendance target of 96.5% for 2014 – 15. We are delighted to report that the figure submitted to the LA was 96.54% and we believe that, once again Cardiff High School will be placed in the top quarter of similar schools in Wales for attendance.

CHS	2009 - 2010	2010-2011	2012-2013	2013 - 2014	2014 - 2015
Attendance	93%	95%	95.03%	96.05%	96.54%
Authorised Absence	x	x	4.7%	3.54%	3.21%
Unauthorised Absence	x	x	0.03%	0.03%	0.02 %

Exclusions – Presented by Mrs A Yarrow, Deputy Headteacher

The school is pleased to report that for the fourth year running there have been no permanent exclusions.

For this academic year, the school is running at 42 fixed term exclusions; the final number of Fixed Term exclusions issued 2013 – 2014 was 56. This is a very low figure in comparison to many other schools within the LA and Wales. There is, undoubtedly, a concerted effort by all staff to ensure that students are treated fairly and that both preventative and intervention strategies are swiftly adopted. The Nurture provision, coupled with Restorative Justice strategies have enhanced the positive discipline procedures at the school and have supported the reduction in fixed term exclusions.

The school is also in the process of trialing the introduction of a **Restorative Room**. We firmly believe that for many of our students, who are in breach of school rules, a period of time at home will not positively enhance behaviour. The purpose of the Restorative Room, therefore, is to provide an internal exclusion with the unique purpose of encouraging students, with appropriate support, to reflect upon unacceptable behaviour; to undertake work provided by subject teachers and to access bespoke programmes from the Nurture provision such as Anger Management and Raising Self-Esteem. The timing of the day within the Restorative Room is not in line with the remainder of the school so that students are denied the privilege of having lunch and break with their peers.

The initiative has been trialed since the start of the summer term. During this time, we have had 4 fixed term exclusions. At the end of the summer term 2012 – 14 this figure was 22. The impact thus far, therefore, is evident. Discussions with staff, students and parents highlight the fact that the Restorative Room has been perceived as a positive step in supporting the school in its bid to successfully modify behaviour in a sustainable manner.

As a result of the trial, the school is appointing a member of staff to work within the Restorative Room on a temporary contract until 2016 when the initiative will be further reviewed.

Nurture Provision – Presented by Mrs A Yarrow, Deputy Headteacher

Since its introduction in September 2013, over 250 students have accessed the school's Nurture provision. The provision was established to provide an additional layer of pastoral support to reflect the increase in size of Cardiff High, the change in catchment, the increase in mental health issues and the growing number of Looked After Children joining the school. The staff who currently work within Nurture are as follows:

Alison Rayer – Nurture Manager

Hannah Chadwick – Nurture Assistant

Heidi Perry – Senior Learning Support Assistant

The nurture space consists of an office, counselling room, and work area including 4 computers, lounge area with sofa/chairs and kitchen/dining area.

There is a system in place whereby students are referred by their Achievement Leader or Head of School and an agreed time is arranged for them to attend. Students will usually visit once a week for 6-12 weeks depending on their individual need.

In addition, the nurture room provides a safe and nurturing environment for students who are unable to attend lessons due to unforeseen or unexpected circumstances. The room is open and supervised for all students to use during break and lunch.

All students who are referred to nurture are initially seen by the nurture manager. She will determine the nature of support required by the student and arrange for its provision.

Both nurture manager and nurture assistant are ELSA trained and provide 1:1 support, helping students to recognise, understand, handle and appropriately express their emotions. Support is usually in relation to issues such as low self-esteem, anger management, friendship issues and developing emotional awareness. In addition support is given to students who are suffering with anxiety symptoms and they are shown coping strategies which include mindful meditation and deep relaxation techniques. The nurture room facilitates a daily drop-in mindful meditation session before Briefing for staff and after school for students. The nurture manager liaises with external agencies, the Educational Psychologist, parents and social workers to share information and decide on the best way forward in supporting the well-being and achievement of individuals.

A social skills class, using the 'Talkabout for Teens' programme is delivered daily by the senior learning support assistant, to Year 7 and 8 students. The groups are small with no more than 6 to 8 students. The lessons are divided into 5 modules including:

- Self-Awareness & Self Esteem
- Body Language
- Conversational Skills
- Friendship Skills
- Assertiveness Skills

Ty Celyn Sixth Form Centre Update – provided by Mr D Leggett, Assistant Headteacher

A significant development in our provision for the large Sixth Form at Cardiff High School has been the opening of the new Sixth Form Centre.

The entirely renovated facility affords Upper School students both recreational and relaxation space as well as dedicated study facilities. The Centre is also the base for the whole Sixth Form Achievement Team, including Head of School, Achievement Leaders for Years 12 and 13, the UCAS Co-Ordinator and Sixth Form Administrator.

As the demands of continuous assessment and examination grow this Centre equips us excellently to meet the pastoral and achievement needs of our learners. Bespoke facilities include:

- extensive computer facilities: 2 dedicated PC Study rooms and a set of 30 Laptops
- recreational seating and social areas to seat over 200 students
- open access 6th form wifi
- venue for guest presentations and speakers
- centre for after school tuition and clubs
- dedicated sixth form garden
- sixth form tuck shop with breakfast & break time cafe
- outdoor canopy with table tennis tables
- base for Head of Upper School and Achievement Leaders Yr 12 and 13
- UCAS office

Curriculum Update presented by Ms C Falcus, Assistant Headteacher

New Qualifications in Wales

A review of qualifications in Wales carried out by the Welsh Government recommended a number of changes that are currently being implemented. This includes a programme of ongoing revision of a range of GCSE and A level subjects over the next three years and the requirement that the WJEC will be the main awarding body in Wales. Another significant change is the development of the new Welsh Baccalaureate with an expectation that all 14 to 19 learners will work towards this qualification. Further information on these changes can be found on the Welsh Government website:

www.qualifiedforlife.org.uk

The New Welsh Baccalaureate including the Skills Challenge Certificate

The new Welsh Baccalaureate is a very different qualification from the existing programme. Its aim is to enhance the skills required for higher education, employment and life for 14-19 year old learners. It will be delivered from September 2015 to nearly all learners across Wales who study in schools and further educational establishments. The school has anticipated these changes over the past few years and integrated the Wider Curriculum Dimensions programme into its curriculum approximately three years ago in preparation for some of the changes. As a result, unlike many schools, only small changes have been required to the school's curriculum model in order to incorporate the new programme of learning. The Skills Challenge Certificate, which forms a discrete assessment area within the Welsh Baccalaureate, will be delivered and assessed through an extended WCD programme. Skills Challenge sessions will take place twice per week and will be delivered by Form Tutors who are best placed to work closely with learners to develop their skills and complete the four challenges that comprise the certificate. The Skills Challenge Certificate will be graded at both Key Stage 4 and Sixth Form level and forms an essential part of the overarching Welsh Baccalaureate. In order to achieve the full Welsh Baccalaureate, learners at all levels will also be required to achieve qualifications in English and Mathematics as well as additional GCSE or A level qualifications, or their vocational equivalents at the respective levels. More information on the Welsh Baccalaureate can be found at the above website and www.wjec.co.uk

School Catering Update – Presented by Mrs D Macho, Business Manager

The school canteen continues to provide a wide range of choices for our students during the school day, all compliant with the Welsh Government Appetite for Life. Its popularity among the students goes from strength to strength, with the number of students using the facilities continuing to rise every year. The pre-order facility is particularly popular with our Year 7 and 8 students and the Pasta King and fresh salad options are always guaranteed a good take up across the age groups.

The Tuck Shop and Breakfast Club options introduced last year have been very successful, with the Year 12 students already making it clear that they wish this to continue by asking for them to be resumed following their return from Examinations.

We will be consulting with the new Prefect Team in September to ensure that we continue to provide and enhance the service we offer.

Our in house catering for meetings and training courses has also grown and with the number of courses being run increasing in September, this will certainly continue to be part of the service we provide.

The canteen is also available for very popular breakfast revision sessions for our GCSE students during the examination period, with large numbers of Year 11 and Year 10 students taking the opportunity of some last minute support, hints and tips from staff, together with free water and bananas.

ICT Update 2015 – Presented by Mr R Brown, Director of New Technologies

We have had another very exciting year in the ICT support & new technologies department, which has brought a significant improvement to all users of the schools network.

All Student & teacher computers have now been refreshed and are all one model and brand and this makes support and maintenance more straightforward and allows us to support and repair computers in a more efficient manner.

We are adding further IT facilities in G19 ready for September and also adding further digital signage around the building to help improve communication with students.

We will be replacing the aging printing fleet with new more affordable devices which will reduce costs for all staff and students and also save a significant amount of money which is currently tied up in leasing.

Our phone system has been upgraded to give staff more functionality and also reduce call costs as through negotiation with our supplier, we have managed to obtain a lower call rate and system upgrade for no additional funds.

All teaching rooms have undergone an assessment for ICT provision and by September all teaching rooms will have a standardized platform in which to ensure that ICT aids in lesson delivery and does not hinder.

Through various contacts we have been able to bring in further interactive whiteboards which will replace old and damaged stock without cost to us in school.

Among other improvements implemented is the use of server virtualization which reduces the electricity required to operate the servers and network infrastructure, We have installed new more power efficient universal power supplies and this has given the ability to monitor our server electricity usage. Currently we are drawing under 2Kw consistently (This equates to approximately £225 per month in electricity usage. Previously it was anticipated we were spending in the region of £300 per month).

We are also installing the latest version of AB tutor, a remote control facility, which is used by ourselves for technical support and ICT staff to monitor ICT usage in the classroom. We will be adding an additional license for the Library so that the computers can be more effectively monitored during free time and allow staff to have a more in depth look at what students are doing. This management tool also allows the ability for on the fly blocking of websites which may be causing disruption during lessons.

Our internet although still provided by the Local Authority has improved vastly since installing a new proxy server and consequently we no longer receive complaints relating to the speed of internet access.

Ongoing our aim is to upgrade the Music department's software and increase access to ICT provision by purchasing more laptops and desktop computers.

No further cost will be incurred this or next year in relation to infrastructure as our servers have enough capacity to cope with significant expansion.

A staff ICT handbook will be given to all new and existing staff to ensure they are able to make the most of the facilities we have to offer.

Estates Department Update presented by Mr C Newton, Estates Manager

The Estates Department has carried on with its summer refurbishment works to the Sixth Form Centre by constructing a new outdoor relaxation area. This has involved the erecting of a pagoda to the rear of the centre and installation of 2 outdoor table tennis tables and seating to allow the students to relax or study in their own outdoor area. It has been enclosed by planters and signed to ensure that it is only used by the Sixth Form students.

After a very wet winter the investment in re-landscaping of the rear playing fields with a new road and improved drainage proved a worthwhile expense as there was no flooding or access issues as in previous years. The sports facilities and surrounding area has been identified as requiring attention and since the last report a new fitness suite has been constructed by merging the existing weights room and store cupboard and installing new lighting and specialized sports flooring. This has created a larger training space which in partnership with the WRU will be kitted out with new gym equipment.

In the summer the works to the sports facilities will include replacement of the Sports Hall guttering and downpipes, replacement of the Sports Hall internal lighting to new LED lights, creation of a new gymnasium storage area and replacement of the gymnasium lighting. There will also be improved landscaping to the outside of the Sports Hall to include construction of a new exterior wall and removal of remaining plastic matting and seeding to return the area back to grass.

Within the school we have carried out an extensive installation of hold open devices to all the internal fire doors which have eased some of the congestion and anti-social behavior that occurs during break times and lesson change overs. It also allows staff to monitor the students over greater distances as the fire doors are not closed to restrict their view. There has also been an upgrade to the existing CCTV system which has included replacement of cameras which have begun to fail due to their age and also an upgrade of the recording and monitoring equipment.

We have carried out furniture replacement for 10 classrooms which includes the replacement of all tables and chairs and teachers desk and seating where required. A whole room survey has been carried out with the intention of ensuring all classrooms are up to the required standard with regards to furniture, lighting, decoration, blinds, flooring and IT facilities.

A target date of December 2015 has been set to complete all teaching rooms, funds allowing. Another area within the school which is in need of improving are the student toilets. We have identified 3 sets of toilets as requiring immediate attention and these will be carried out during the summer and will involve decoration, renewing of all sinks and sanitary ware, new flooring, lighting and cubicles.

The new extension has proved to be a much used and valuable addition to the school estate although it is not without its problems. We still have an issue with leaking during heavy rain which is caused by the existing curtain walling of the tower block at the point at which it abuts the new extension and the design of the reception area is causing problems with regards to the elements when the doors are open. Both these issues are being dealt with by Cardiff Council and we hope to have some resolution in the near future.

Finance presented by Mr S M Jones, Headteacher

As expected the school budget remains a considerable challenge however, the school was pleased to set a budget with surplus this year. It remains the intent of the Leadership Group to maximise additional funding streams in order to enhance the learning environment of the school.

Staff Changes

It has again been a busy year for recruitment. I enclose below a list of all staffing changes, teaching and non teaching.

Leavers

Teaching Staff

Karen Pryce, Temporary Teacher of Geography
Anthea Punter, Temporary Teacher of Science
Nathan White, Teacher of Science
Jessica Yarrow, Teacher in SpLD Resource Base & Art Department
Jonathan Coombes, Temporary Teacher of Maths
Jude Brigley, Assistant Headteacher
Bev Jones, Teacher of English
Keira McDade, Teacher of Maths
Andy Bartlett, 2nd in English Department
Syra Saddique, 2nd in Maths Department
Steve Howells, Temporary Teacher of English
Mandy Esseen, Acting Assistant Headteacher
Alys Habberfield, Temporary Teacher of PE
Stephanie Williams, Temporary Teacher of RP and Cover Assistant

Support Staff

May Aziz, Science Technician
Penny Howlett, Science Technician
Sandra Roberts, Attendance Administrator
Helen Williams, Kitchen Assistant
Alun Mills, Temporary Teaching Assistant
Philip Sealey, Temporary Cover Assistant

New Staff

Teaching

Kathryn Rickson, Teacher of English
Lee Oldfield, Teacher of English
Laura Cope, Temporary Teacher of English
Lowri Middleton, Temporary Teacher of English
Lucy Webb, Teacher of Maths
Sarah Williams, Temporary Teacher of Maths
Amy Scudder, Teacher of Maths

Emily Salt, Teacher of Maths
Fiona Barnard, Temporary Teacher of Maths
Alison Venn, Head of Lower School
Beth Wilson, Teacher of History
Shane Henry, Curriculum Leader of Chemistry
Joshua Coles, Teacher of Chemistry
Lloyd Jenkins, Teacher of Physics
Sarah Foley, Curriculum Leader of Economics & Business Studies
Sophie Marlow, Teacher of Economics & Business Studies

Support Staff

Rhian Doubler, Assistant Cook
Kylie O'Leary, Kitchen Assistant
Jackie Pacey, Teaching Assistant in SpLD Resource Base
Eryl Randle, Teaching Assistant
Karen Holmes, Attendance Officer