



**CULCHETH  
HIGH SCHOOL**

> THE BEST THAT WE CAN BE

# **Proposal to change the shape of the school day at Culcheth High School with effect from September 2018**

## **Consultation**

Start Date: Monday 21<sup>st</sup> May 2018

End Date: Monday 4<sup>th</sup> June 2018

Headteacher: Mr Christopher Hunt

Chair of Governors: Mr Mahesh Patel

> RESPECT  
> HONESTY  
> EXCELLENCE

## **The proposal to change the shape of the school day from September 2018 onwards**

The Governing Body is seeking views on the proposal to alter the finish time of the school day on every Week 2 Monday afternoon from the start of the school year in September 2018.

If approved, the change will mean that students will leave school at 2.00pm on alternate Mondays, every Week Two.

There will be no other changes to the start and finish time for students on any other day, but the way the lessons are organised will change within the day on alternate Mondays. This can be seen later in this document.

There will be no change to the working hours of any members of staff. Staff start and end times will remain the same.

An electronic copy of this proposal document is available on the [school website](#) under the tab 'School Consultation - Proposed School Day Change'.

### **Culcheth High School's Values**

The Governors, staff and students of Culcheth High School are committed to the school's values of 'Respect, Honesty and Excellence'.

In recent years the school has made huge progress in terms of the quality of teaching, the pastoral care offered to students, the range of curriculum and extra-curricular opportunities and in the quality of leadership across the organisation.

The school has continued to improve since the positive Ofsted report of May 2017. This report recognised that since the previous inspection, 'the quality of teaching had improved' and that the school provides an environment in which 'pupils and staff can flourish'. The school's CPD (Continuous Professional Development) programme has been recognised by the Teacher Development Trust who has awarded us their Bronze and then Silver CPD Award having audited the CPD provision at Culcheth High School.

In addition, the school is significantly oversubscribed and is seeing a marked increase in both the number and quality of applications to staff vacancies.

These are all signs that the overall work of the school continues to improve.

### **The Best That We Can Be**

The Senior Leadership Team and Governors are committed to the highest possible standard of teaching and learning. They believe that Culcheth High School students deserve the best possible education and guidance to become confident, articulate and skilled citizens to enable them to thrive in a diverse British and global community.

The commitment to these values and aspirations is what the proposed change is all about. We plan to invest in training our staff so that they, in turn, can deliver an exceptional education to our students.

## What is the rationale for the change?

The Senior Leadership Team and Governors of Culcheth High School believe this change will have a significant impact on the school's ability to provide an exceptional education for our students. Case studies of other schools who have adopted a similar CPD model indicate that these can help facilitate significant further improvement in teaching and learning.

1. **We want to provide more time for vital staff training and development.** The change will facilitate an additional and invaluable 19 hours of staff training and development time over the year for every full time member of staff.
2. **We want to dedicate time to planning how we can best support all learners.** The additional time will be dedicated to improving what is done in and around lessons to support learning and progress for all students. The aim is to ensure that every lesson provides the best possible learning for our students. Please see further details in this document on how the time will be used and what benefits we expect to see.
3. **We want to provide training time within the school day that will allow for effective collaboration between teaching staff and teaching assistants.** This will improve the support offered to not only those students with additional needs, but to classes as a whole.
4. **We want to address the issue that the current allocation of 5 INSET days is not sufficient to meet the training needs of all staff.** The law states that students in schools in England must attend school for 190 days a year. Furthermore, teachers must work an additional 5 'In-service training' (INSET) days for the purposes of training and development. Since the 5 INSET days were implemented nationally in 1988, the responsibilities placed on schools have grown significantly. The requirement to train staff in essential aspects of education such as safeguarding, medical needs, data protection, emotional wellbeing and Special Educational Needs now accounts for the majority of time set aside for INSET. Little time remains for specific work to improve the quality of teaching, learning and assessment; these are arguably the most important things schools should be working on.

## Why not pay staff to work longer hours and complete the additional training then?

Warrington schools in general are very poorly funded compared to similar schools in other parts of the country. School leaders, parents and local politicians are campaigning for a fairer level of funding for Warrington students but this is unlikely to happen in the medium term.

Despite a lack of fair funding, Culcheth High School's budget is very well managed and the school does not need to make redundancies or cuts. **This proposal will not cut staff costs as there will be no reduction in staff working hours.** However, there would be no way for the school to fund additional staff training by extending hours. **For this reason, the proposed shortening of the school day on Monday on alternate weeks is the best way to secure much needed training time for staff.**

## How will the time be used and what benefits will be seen?

The proposed change will add one hour of extra staff development time on alternate Mondays. As teaching staff already stay in school until 4.15pm on Mondays, the change will facilitate two-hours of high quality staff development time every fortnight. Despite some being shorter on one day each fortnight, **we aim to get more out of every lesson through:**

## **Individual training and development**

At present, all teachers work in focus groups to improve aspects of their teaching as part of teacher's Continuous Professional Development (CPD). These groups focus on different aspects of teaching and learning such as questioning or modelling. Every teacher sets an enquiry question to sharpen the focus of their work further and to help evaluate the impact that their training has on groups of students. Additional time will be given to these CPD groups so that they can:

- Use published national and international research into best teaching practice and apply it at Culcheth High School;
- Reflect on their teaching through feedback from observations and video recordings;
- Set up and evaluate opportunities to trial new approaches and engage in peer-observations;
- Visit other excellent schools in order to learn from their staff and improve practice at Culcheth High School;
- Work with teaching assistants to plan strategies that will best support students with additional needs.

## **Subject-based professional development**

There is strong evidence that department-led professional development, through collaborative planning and subject knowledge enhancement, has a significant impact on student outcomes. As well as a strong understanding of the material to be taught, teachers and teaching assistants must also understand the ways in which students think about the content and be able to clearly identify students' common misconceptions.

With increased time and flexibility, department-led CPD would be used to do the following:

- Plan learning that is linked to the demands of the curriculum and discuss the key learning points that students need to master so that teachers can best deliver these points and address misconceptions;
- Enhance staff understanding of the new, more challenging GCSE courses;
- Enable teachers and potentially teaching assistants to work together to best support students with additional needs. At present there is no formal time set aside for such work;
- Review the impact of assessment, standardise marking and improve the quality of feedback for students;
- Improve the effectiveness of homework.

## **Whole school development (for all staff)**

The proposed model would enable us to introduce new knowledge and skills to staff through:

- Whole school development activities;
- Developing whole school approaches to ensuring students of all backgrounds make excellent progress;
- Further enhancing staff understanding of statutory requirements such as;
  - Improving our practices regarding safeguarding and medical needs
  - Improving staff awareness of mental health issues and our wellbeing strategy
  - Up-skilling staff to cater for students with greater needs, given the pressures on external agencies
  - Data handling in light of current changes to the law

**What will the school day timings be?**

**Current School Day Timings:**

08.30 am	Briefing
08.40 am	Registration/Assembly
08.55 am	Period 1
09.55 am	Period 2
10.55 am	Break
11.15 am	Period 3
12.15 pm	Period 4
1.15 pm	Lunch
2.00 pm	Period 5
3.00 pm	End of School Day

**These timings would continue on each day except on Mondays on Week 2**

**Week 2 Monday Timings**

08.30 am	Briefing
08.40 am	Registration/Assembly
08.55 am	Period 1
09.45 am	Period 2
10.35 am	Break
10.55 am	Period 3
11.45 am	Period 4
12.35 pm	Lunch
1.10 pm	Period 5
2.00 pm	End of School Day

**The ultimate goal of this change is to make every lesson as good as it can be. Achieving that will ensure that we can provide our students with an exceptional education.**

### **The Consultation Process**

The consultation period will last for two weeks, from Monday 21<sup>st</sup> May 2018 to Monday 4<sup>th</sup> June 2018.

### **Who is involved in the consultation?**

We aim to consult as widely as possible and hope to gain the views of parents, staff and students at Culcheth High School and those connected with local primary schools.

### **What happens at the end of the consultation period?**

All responses to the consultation will be reported to and considered by the Governing Body. If the Governing Body decide to change the shape of the school day on alternate Mondays then a letter will be sent to all parents of students in Years 7 to 10, and a message posted on the school website, before the end of June 2018. This will give parents and carers two months' notice of the change before it comes into effect.

### **Requests for information and frequently asked questions**

The Governing Body is keen to enable all stakeholders to make a well informed contribution to the consultation, but anticipates that it will be impossible to respond to every individual query.

It may be that all individual queries cannot be answered directly, in which case all common enquiries will be addressed on a 'frequently asked questions' page found on the school website. This page will be updated throughout the consultation period and already includes answers to several questions such as:

### **Likely frequently asked questions**

#### **Q1. Will any students be able to stay in school on Monday until 3.00pm if needed?**

A: Yes. We will staff the ILC for students in Years 7 and 8 to stay in school if parents request it and especially if there are issues with transportation. As is the case already every day, other students will also be able to stay in the event of unexpected travel issues.

#### **Q2. What about school buses?**

A: Before launching this consultation, the school has been in contact with the bus company and is confident that the school buses will be able to collect students at the proposed finish time on alternate Mondays.

#### **Q3. If my son or daughter has a sanction on a Monday, when will they sit it?**

A: Sanctions will continue to be held on Mondays when necessary and will be staffed appropriately

#### **Q4. Why have you chosen Monday?**

A: Currently teaching staff stay in school for CPD sessions on Mondays and this will continue to be the case under this proposal, allowing for high quality training to take place for two hours. In addition many local schools have staff meetings on a Monday meaning that fewer sporting fixtures take place that day. Were CHS to close early for students on any other day, we would limit extra-curricular activities.



## Consultation Response Form

Proposal to change the school day at Culcheth High School from September 2018

The consultation response form can be completed online by using the link below

<https://goo.gl/forms/jW6UEQPCSMLxJrbV2>

You can also respond to the consultation by completing the form below. Please return to the following address by midday on Monday 4<sup>th</sup> June 2018

School Day Consultation  
 Culcheth High School  
 Warrington Road  
 Culcheth  
 Warrington  
 WA3 5HH

Email: [info@culchethhigh.org.uk](mailto:info@culchethhigh.org.uk)

Name of person responding:

Interest (tick all that apply)

Current Culcheth High Student	<input type="checkbox"/>	Parent of a future student	<input type="checkbox"/>
Ex Culcheth High Student	<input type="checkbox"/>	Community responder	<input type="checkbox"/>
Parent of a student at CHS	<input type="checkbox"/>	Parent of a primary age child	<input type="checkbox"/>
Staff Member – local school	<input type="checkbox"/>	Staff member – CHS	<input type="checkbox"/>
Other – please specify			

Please comment on the proposal in the space below.