

Your ref:
My Ref:
Date:
Please ask for: Guy Dickens
Direct Dial No: 01223 717694
Fax No:
E-Mail: guy.dickens@cambridgeshire.gov.uk

To: All Secondary and Special Schools

Subject	CONSULTANT ENGLISH DEPARTMENTS 2005 - 6
Summary	This letter explains the role of Consultant English Departments and introduces the revised CED Directory for 2005 – 6.
Audience	Audience: Secondary Strategy Managers, Heads of English, NQT Induction Tutors

Dear Colleague

I have pleasure in enclosing the updated Directory of Consultant English Departments (CEDs). CEDs have been funded and accredited by the Local Authority (LA) in order to share good practice in various aspects of the English strand of the Secondary Strategy. CEDs will welcome visits from Heads of Department who wish to learn from another school's implementation of the Strategy and/or teachers who would like to develop their own practice.

We hope that schools will take the opportunity for their English NQTs to visit CEDs, supplementing in-school support and broadening new teachers' experience of different institutions.

The entry for each CED states particular areas of focus and research for this year. Teachers are welcome to consider recent findings, see implementation of work in practice and discuss ways in which such practice may be of use to their own departments.

The CED programme aims to create an opportunity for professional discussion between colleagues and sharing of a wide range of good practice. To that end, I hope you find the Directory useful. If you wish to arrange a visit to a CED, please contact the school directly or via your Secondary Strategy English Consultant.

Yours sincerely,



Guy Dickens
General Inspector for English

Consultant English Departments

Introduction

This directory contains information on the CEDs appointed to lead the sharing of good practice with county colleagues. The departments are located across the Cambridgeshire and are at varying stages of development in implementing the English strand of the Secondary Strategy .

Consultant English Departments:

- are effective and creative
- have the raising of standards central to its agenda
- regard the Secondary Strategy as a powerful tool to raise attainment
- use research to inform practice
- operate in a climate of change
- promote and share good practice

CEDs aim to provide a forum and context for sharing good practice and exchanging ideas and concerns. Please use the details that follow as a guide to determine which department would be the most appropriate to visit.

Your Cambridgeshire Secondary Strategy English Consultant will also be happy to suggest a suitable visit.

Catharene Kidney (formerly McCarthy) Secondary Strategy Consultant (English) Cambridgeshire Advisory Service Stanton House Stanton Way Huntingdon Cambs PE29 6XL 01480 376730 007771 554025 catharene.kidney@cambridgeshire.gov.uk	Iain Walker Secondary Strategy Consultant (English) Cambridgeshire Advisory Service Stanton House Stanton Way Huntingdon Cambs PE29 6XL 01480 376729 07799 343760 iain.walker@cambridgeshire.gov.uk
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Visiting a Consultant English Department

NB The work seen during a visit to a CED should not be seen as an exemplar, but as an example of how one department has implemented aspects of the Secondary Strategy in its own context. Ideally, both departments should use the visit as an opportunity for reflection about further development and for sharing observations with departmental colleagues.

Aims of the visit:

- To model aspects of the Secondary Strategy as they are realised in practice by an English department at work
- To provide a common and shared experience that will provide a stimulus for professional dialogue between colleagues from different schools
- To support individual teachers in the development of their own practice and in supporting the development of departments

Consultant English Departments will:

- Make available for visiting teachers whatever documentation they need to contextualise what they see
- Provide opportunities to discuss the work they have seen
- Complete a brief record of the visit jointly with the visiting teacher, with a copy provided for CAS

Visiting Teachers will:

- Share relevant details of their own practice with the host CED teacher
- Report back to colleagues in their own department and lead discussions on the positive implications for future development
- Complete a brief record of the visit jointly with the host CED teacher, with a copy provided for CAS

“I felt that this was a successful visit, with a full exchange of views and information”...

“Mrs K was very enthusiastic about what she had seen”...

“Great for resources to take away”

“We’re planning a further programme of visits for other staff”

“This has improved my awareness of curriculum change”

An Example of a Visit to a Consultant English Department

I am grateful to Kate Lewis of Sir Harry Smith Community College and Val Barnes, formerly of Ailwyn School, for the following accounts of hosting and making a visit to a Consultant English Department.

Guy Dickens General Inspector for English

After receiving notice of the visit from Ailwyn School, we were slightly flattered but nervous. It would be a good opportunity to share our planning and ideas with another English department but we also felt vaguely embarrassed at being held up as “successful” classroom teachers. After all, isn’t everyone? The guidebook suggested a rather formal structure to the day but we’re more of a “tea and chat” department. The staff from Ailwyn were greeted at reception and led down to the English office. (Obviously, we’d tidied up!)

We went through long-term plans and examined a copy of our medium-term plans. It was agreed that our long-term plans were basically covering the National Curriculum, the Framework and good practice in most schools. Our tea-making skills and our creative use of money to pay cover for planning time were considered to be impressive! After filling our visitors in on the nature and background of 7Y2, a middle ability group, they observed a full lesson including a starter with whiteboards which the students, rather helpfully, drew “comedy” pictures on! This particular group are quite used to observers and were pleasant and helpful.

Our range of resources, the Hodder textbooks and starter activities were much admired. The high level of communication within the department was also discussed- this is one of our main strengths. Hopefully, we’d given our visitors some ideas for texts, a realistic approach to the Strategy and some helpful ways of using the budget effectively.

Kate Lewis, Sir Harry Smith Community College

In October 2002, as acting Head of English, I agreed to take on the implementation of the English strand of the Secondary Strategy. Having been the Literacy Co-ordinator, I was quite familiar with the principles of the Strategy and knew basically what needed to be done – what I wasn’t sure of was how to do it! For others in the department, just thinking about the Strategy filled them with panic.

On the recommendation of Guy Dickens, arrangements were made for us to visit the English Department at Sir Harry Smith Community College, Whittlesey, to see the Strategy in action. The Head of English and her colleagues made us very welcome and we were able to observe a lesson, then meet with staff to discuss planning and resources, as well as their views about the strategy. We had all been experimenting with starters and more closely timed lessons and were a little worried that everything we did seemed to take too long. It was a relief to hear that they, too, had had such problems at the start and, as such, were able to pass on some tips – like using a kitchen timer to stop starters running over. Those who had not previously used an OHP as a teaching aid, were able to see the value of it (we all use them now).

One area of concern had been the thought of having to have all new resources but, as the Head of English explained, they still used many of their existing resources, though they had purchased some new readers and Starter Activity books. Seeing how they had worked their long and medium term plans made the whole thing seem much less daunting and something that we felt more able to do.

I think everyone came away from Sir Harry Smith with a much more positive attitude towards the strategy. There were some whose scepticism was diminished though not quite quelled, but at least they were now prepared to 'give it a go'. One of our teachers had only just come to teach here from South Africa, so, for her, it was particularly useful. The visit enabled us all to view the Strategy with a clearer eye and to embark upon our own implementation with better understanding.

Val Barnes, formerly of Ailwyn School

**CONSULTANT ENGLISH DEPARTMENT
RECORD OF VISIT**

Host teacher _____ School _____

Visiting teacher _____ School _____

Date of visit _____

Focus of visit and overview:

Outcomes for visiting teacher(s):

Signed _____ (host teacher)

Signed _____ (visiting teacher)

Host teacher, please keep this as your record and make 2 copies, one for the visiting teacher and one for the Secondary Strategy Consultant.

Thank you.

Prompts for Observation of Secondary Strategy English Lessons

School:

Year/Group:

Number of pupils:

Teacher:

Support:

Observation time:

Context:

Stage(s) of teaching sequence?

<p>Teaching <i>Whole class:</i> word/sentence level <i>starter</i></p> <p><i>Whole class:</i> other (eg text level <i>starter</i>)</p>	<p>Response/Learning</p>
<p>Main <i>Teaching/Introduction/Exposition</i></p> <ul style="list-style-type: none"> • Shared Objective(s): • Shared Reading (Evidence of modelling? Explicit link to writing?) • Shared Writing (Composing with teacher/peers? Explicit link to reading?) 	
<p>Development</p> <ul style="list-style-type: none"> • Individual guided reading/writing • Pair work: composing • Guided small group reading • Group spoken/drama work • Other (e.g. Independent writing) 	
<p>Plenary</p>	
<p>Homework</p>	<p>Attainment</p>
<p>Teacher knowledge</p>	<p>Progress</p>

Overall comments:

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: COMBERTON VILLAGE COLLEGE

Address: West Street
Comberton
Cambs
CB3 7DU

Headteacher Stephen Munday
Telephone: 01223 262503
Fax: 01223 264116
Email: Ccoates@comberton.cambs.sch.uk

School Information: 11 – 16 Village College
Number on Role: 1158
Department Information: All Year groups taught in sets
Two-week timetable; 8 periods of 50 minutes per cycle
Drama taught in discrete lessons
Boys and girls taught in separate gender groups in all Year 9 and in some Year 10 classes

Name of Contact: ***CLAIRE COATES***

Responsibilities: Head of English
Department Development Focus: Use of intranet for shared resources, particularly for teaching poetry
Development of English section of school website
Single gender teaching

Department research interest: Recent BPRS projects have included:
Impact of data projector for modelling writing
Effect of using ICT when teaching poetry
Formative assessment

Availability: We'll try to be flexible

Booking notice: At least 2 clear weeks, please.

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: COTTENHAM VILLAGE COLLEGE

Address: High Street
Cottenham
Cambs
CB4 8UA

Headteacher Tony Cooper
Telephone: 01954 288944
Fax: 01954 288949
Email: office@CottenhamVC.cambs-schools.net

School Information: 11 – 16 Village College
Number on Role: 948
Department Information: Years 8 and 9 taught in mixed ability except for top set
Year 7 taught in mixed ability except for top set created at Christmas
3 x one-hour lessons per week
LPUs in operation with a small number of pupils
Additional Literacy lessons for non-linguists / reduced timetable linguists in Years 8 and 9
Department – based LSA support

Name of Contact: ***GILL EDWARDS***

Responsibilities: Acting Head of English and Literacy Co-ordinator
Department Development Focus: Year 7 and 8 Framework objectives –led long and short term planning
LPUs and Progress tests
Optional tests used to monitor performance
Teaching sequence for writing
Transition, including teaching of Year 6 in primary feeder schools

Department research interest: Use of data to monitor progress and to set targets – individual, small group and year group
Guided reading and writing

Availability: Years 7 and 8 taught through the week

Booking notice: Monday of previous week. Contact HoE

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: **HINCHINGBROOKE SCHOOL**

Address: Brampton Road
Huntingdon
Cambs
PE29 3BN

Headteacher Keith Nancekievill
Telephone: 01480 375700
Fax: 01480 375699
Email: JAD@hinchbk.cambs.sch.uk

School Information: 11 – 18 Comprehensive
Number on Role: 1823
Department Information: We have a team of 12 teachers ranging in experience. We also have the gifted and talented co-ordinator, and the literacy across the curriculum manager in the team. The head of department is an advanced skills teacher.

Name of Contact: ***JANE DAVIES, HELEN FULLARD***

Responsibilities: Head of Department, Second in Department
Department

Development Focus: Engagement at key stage three and four, planning and schemes of work, using the literacy objectives creatively
Teaching of writing

Department research interest: Assessment for Learning

Availability: By negotiation with Jane Davies
Booking notice: Two weeks please.

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: IMPINGTON VILLAGE COLLEGE

Address: New Road
Impington
Cambs
CB4 9LX

Headteacher Jacqueline Kearns
Telephone: 01223 200400
Fax: 01223 200419
Email: office@impington.cambs.sch.uk

School Information: 11-18 Village College
Number on Role: 1347
Department Y7-9 mixed ability
Information: Drama taught separately at KS3
Y7 4 x 50 minute lessons per week
Y7 Additional language workshops
Y8 3 x 50 minute lessons
Y9 3 x 50 minute lessons
Weekly timetable

Name of Contact: ***HESTER GLASS***

Responsibilities: Head of English
Department Full implementation of Secondary Strategy in KS3
Development Focus: Schemes of work linked to Framework;
Formative and self-assessment;
Starters/plenaries;
Thinking skills
Guided reading
Department research Transition
interest: planning; use of plenary/starters; modelling

Availability: Any
Language workshops

Booking notice: Monday of previous week

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: MEADOWGATE SCHOOL

Address: Meadowgate Lane
Wisbech
Cambridgeshire
PE13 2JH

Headteacher: Rosa Blunt
Telephone: 01945 461836
Fax: 01945 589967
Email: office@Meadowgate.cambs-schools.net

School Information: 2-19 Community Special School
Number on Role: 118
Department Information: All year groups set by ability for literacy sessions
4 or 5 x 45 minute lessons per week (PRIMARY)
4 or 5 x 60 minute lessons per week (SECONDARY)

Name of Contact: ***CAROLYN DOBSON***

Responsibilities: Literacy Co-ordinator
Department: Good planning, recording and assessment across
Development Focus: the ability range (linked to Literacy strategies and Equals curriculum)

Wide range of teaching styles including use of drama. Excellent partnership between teachers and LSAs
Department Research Interest: Improving reading ability of KS3 pupils using ICT – trialling Lexia Reading System
Using Equals EATS to assess pupils on P scales

Availability: 9.00-10.15 daily

Booking notice: Monday of previous week

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: PARKSIDE COMMUNITY COLLEGE

Address: Parkside
Cambridge
CB1 1EH

Headteacher Andrew Hutchinson
Telephone: 01223 712600
Fax: 01223 712601
Email: cmorrison@parkside.cambs.sch.uk

School Information: 11-16 Community College
Number on Role: 603
Department Information: Mixed ability throughout;
Drama integrated into English at KS3, optional at GCSE; Media Studies taught separately in Years 8 and 9;
Strong media emphasis throughout, optional at GCSE; 5 x 50 minute lessons per week for English, Drama and Media Studies at KS3 (incl. PSE in Yr 7)

Name of Contact: ***CRAIG MORRISON***

Responsibilities: Head of English and Drama
Department Development Focus:

- Delivery of framework objectives through media studies
- Adaptation of the Framework to media studies at KS3
- Broadening notions of literacy in the curriculum
- The impact of media studies on pupils' literacy
- The impact of new technologies, specifically laptops and interactive whiteboards, upon learning in English, Media and Drama
- Structured approaches to teaching Speaking and Listening

Department research interest:

NB Case studies available on
<http://www.parkside.cambs.sch.uk/Welcome/casestudies>

Availability: Y7, 8 and 9 taught across the week

Booking notice: Monday of previous week

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: THE QUEEN'S SCHOOL

Address: Corporation Road
Wisbech
Cambs
PE13 2SE

Headteacher Steven McKenna
Tel: 01945 585237
Fax: 01945 474226
Email: queensadmin@btconnect.com

School Information: 11-16 Comprehensive
Number on Role: 1500
Department Information: Y7 mixed ability – in tutor groups.
Yrs 8 and 9 set by ability.
Some withdrawal for Ed. Support.
LPUs in operation
Y7 - 4 x 1 hour lessons each week
Yrs8 and 9 – 3 x 1 hour lessons each week.

Name of Contact: *DAVID WALTON*

Responsibilities: Head of English
Department High quality medium and short term planning
Development Focus: linked to NLS Framework.
Delivery of Literacy Progress Units
Department research interest: Extending the ideas behind the LPU to meet the needs of Upper School pupils

Availability: Y7 & Y8 taught across the week.

Booking notice: Monday of the previous week. Discussion with HoE necessary.

CONSULTANT ENGLISH DEPARTMENT INFORMATION

SCHOOL NAME: SIR HARRY SMITH COMMUNITY SCHOOL

Address: Eastrea Road
Whittlesey
Peterborough
PE7 1XB

Headteacher Mike Sandeman
Tel: 01733 703991
Fax: 01733 703992
Email: office@harrysmith.cambs-schools.net

School Information: 11-16 Community School
Number on Role: 891
Department Y7
Information: Y8/9 set by ability
Drama taught separately at KS3
4 x 50 minute lessons per week

Name of Contact: *SHARON ASHWORTH*

Responsibilities: HoE, with oversight of Literacy and the Library
Department Impact of Transition units

Development Focus:

Department research interest:

- Liaison with Y6 teachers and Primary schools.
- Embedding concepts of guided reading and writing

Availability: Y7 and 8 lessons taught across the week

Booking notice: Monday of previous week