

Committee(s): City of London School	Date(s): 26 June 2013	Item no.
Subject:		
Report of: Mr David Levin, Headmaster	Public	
Ward (if appropriate):		
<p style="text-align: center;"><u>Executive Summary</u></p> <ul style="list-style-type: none"> • Curriculum Matters • Means Tested Scholarships to September 2013 entrants • September 2013 Admissions • Improvements to the School's Upper Playground • School Catering Contract • Long Term Medical Conditions • Health and Safety Matters • Child Protection Issues 		

Main Report

1. Curriculum Matters

We are excited to introduce Mandarin to the First Form Curriculum for 2013 – 2014. All boys in the First Form will have an extended Period 8 on Monday, Tuesday (choristers) or Wednesday to 4.20. Boys will be introduced to the language via exciting and innovative reading, listening and speaking activities. They will learn Chinese characters and their originations. Chinese culture will be integral to the course. All teachers and teaching materials will be supplied by Dragons in Europe (www.dragonsineurope.com) who are the authors and publishers of Cambridge Chinese for Beginners 1 and 2, which is endorsed by OCR for study at Asset Language Breakthrough Level. The books come with online access to www.cambridgechinese.org which allows for homework to be done on-line with results visible to their teacher, who can then add comments.

The Academic Planning Committee (APC) has continued to meet over the last three terms to review curriculum and academic matters.

We intend to extend the 'Red Slip' system (for reporting repeated misbehaviour) to the Third Form. This will then be reviewed.

We have launched the John Carpenter Essay to the present Junior Sixth which is an opportunity for boys to do an essay on a subject area of their choosing. It is intended to enable boys to use and to develop skills which universities are looking

for – not least the ability to learn critically and independently and to produce properly referenced essays. Any boy who takes advantage of this opportunity must submit his work on Tuesday 3rd September, they will be marked by staff and there are both Headmaster's Prizes and Chair of Governor's Prizes for the most impressive. We have deliberately chosen not to embark on the EPQ (Extended Project Qualification) as it has a cumbersome modus operandi and also rewards process as much as outcome; not the most sensible criteria in our view. Hence, like many other leading, academically selective schools, we have decided to launch a customised version. Comments from the markers can be used on UCAS forms and where boys are interviewed for university courses, they have an immediate topic to discuss. It can also be referred to in the Personal Statement on the UCAS form. We hope many boys will take advantage of this opportunity. (St Paul's do a similar project and over 80 boys submitted work last year).

Much that the APC has had to deal with is linked to the raft of measures pouring out of Whitehall. Our present Junior Sixth will be a cohort for whom the January modules (taken at CLS in January of Senior Sixth, offering opportunities for re-sits and new A2 papers) have disappeared. We will not be introducing a formal mock period for the Senior Sixth as a one size fits all strategy does not work with all the specifications in this year group. Individual departments will continue to do as they have always done; prepare the boys for the final public high stakes exams in the best possible way for that subject. Some boy will do exam preparation in the timetable slots that exist for their subject and the timings of these will vary, but rest assured all the decision about this have been carefully considered by each department. Michael Gove has announced several ideas on GCSE but the ultimate effect for CLS is limited as we do so many IGCSEs and whilst new specifications will emerge for some subjects, these are planned for 2016 now. 'A' Level reforms are still an issue, with Mr Gove being keen on linear exams, although many leading universities have expressed valid reservations about this. We await further clarification.

I do hope all parents in the Third Form to Junior Sixth received a copy of 'Academic Life at CLS' and it can also be viewed in the same exciting format on the website.

Discussions are underway with regard to a City of London School Learning Council and I will keep you fully informed on this in due course.

New ideas for Reporting and Grading are under discussion.

2. Means Tested Scholarships to September 2013 entrants

A total of 12 full fee means tested scholarships have been awarded to pupils who are due to join the School in September 2013. Of these 5 are to pupils who will be joining at 11+ and 7 to those who will be joining at 16+. The latter are dependent upon the pupils' performance in this Summer's GCSEs but all are expected to achieve the grades needed to enter the School.

These scholarships have been made available due to the generous support of:

- a) Wolfson Foundation
- b) HSBC
- c) Man Group
- d) John Carpenter Club
- e) Price Waterhouse Coopers
- f) A bequest from Mr R Fitzgerald Dec'd – a former Governor of the School
- g) A bequest from Mr B Catt Dec'd – a former Chair of Governors at the School

The award of these scholarships brings the total number of full fee scholarships awarded at the City of London School since the launch of the Sponsored Scholarships Scheme in November 2000 to 194. In addition 17 scholars have been awarded substantial bursaries by HSBC covering the majority of their school fees.

3. September 2013 Admissions

These are the latest figures as at May 2013.

Group 1 (10+)

As reported at the last Meeting, 169 applicants took the entrance examinations this year compared with 110 last year. The take up rate of Offers dipped from 86% in 2012 to 70.2% this year and we have taken on 4 Reserves to make up a total of 44 entrants at this age group, which includes 5 Academic Scholars and one Music Scholar.

Group 2 (11+)

We have recruited 5 boys for next year on Sponsored Awards out of 160 who sat the initial screening test.

The take up of full fee places was 37.7% compared with 22.2% the previous year and we have recruited 41 such boys. The take up rate for Scholarships was 40% and we have 18 Scholars joining next year's First Form. As a consequence of these unexpectedly high take-up rates, we currently have 15 boys more than we originally anticipated and will have five First Forms next year instead of four.

Group 3 (13+)

For the last of the traditional Group 3 examinations 198 boys were examined for 48 places. The take up rate both for Scholarships and for full fee has been very high and we did not have to dip into the Reserve List at all. We are currently over-subscribed by one boy in next year's Third Form.

Group 3 (13+) Pre-test

231 candidates took the Pre-test for 13+ entry in 2015 and many candidates were the very brightest from their prep schools. 100 were offered and 85 have accepted the places. However, with the major deposit not having to be paid until September 2014, we have no idea really how many will want to take up the places.

Sixth Form

Sixth Form recruitment appears to have been very successful and we are hoping to recruit up to 10 full fee payers and 7 Sponsored Award candidates.

General Comments

As mentioned at the last Meeting the School has proved to be an extremely attractive prospect for parents, with the take up rates at 11+ and 13+ for full fee places and Scholarships being exceptionally high.

The pupil population of the School next year will be higher than ever and it may well be prudent to explore ways of providing extra classroom space to accommodate the increasing numbers in future years.

4. Improvements to the School's Upper Playground

Following approval of the Gateway 3/4 report by both the Board of Governors and the Projects Sub-Committee the School has been working with the City Surveyor's department on this matter. The project will both (i) provide a high quality playground which is a safe and appropriate place for outside sport and (ii) rectify the current ingress of rain water. Following a full tender exercise Standage & Co Ltd have been appointed to undertake this project this Summer. Their tender was for £572,931 and additional costs of £10,235 are anticipated re party wall fees, drainage surveys etc. This makes a total of £583,166 which is slightly below the approved budget of £585,000.

The contract period is planned to end on Friday 13 September. This will mean that the playground will be unavailable for the first two weeks of the Autumn Term which will be a considerable inconvenience to the School but which it will manage as well as possible. Inevitably there are a number of risks regarding the project timetable which the School and the City Surveyor will take steps to mitigate as far as possible. Following the completion of the project a Gateway 7 Outcome Report will be prepared for the Board of Governors and the Projects Sub-Committee. Given the short contract period, it is not intended to prepare or issue progress reports.

5. School Catering Contract

The School participated in the City's Corporate Catering Tender Exercise which was run by the City of London Procurement Service. Following an extensive procurement exercise – during which the School was assisted by its long standing catering consultant, Adrian Stokes – the contract was awarded to Holroyd Howe Limited. The company has been the School's contract caterers for the last six years. Their tender was particularly impressive in the following respects:

- a) Excellent arrangements for the operational management of the contract
- b) Very good proposals for the provision of hospitality services
- c) Excellent proposed menu cycles for the pupils lunch service
- d) Very good approaches to issues of sustainability

The tender price was competitive and represents only a modest increase on the actual prices for the current academic year.

The new contract will commence on 1 September 2013 and will initially be for a period of three years with an option to renew for an additional two years.

6. Long-Term Medical Conditions

Governors are asked to consider and, if thought fit, approve the School policy on Long-Term Medical Conditions which is attached at Appendix 1.

7. Health and Safety Matters

1. The Health & Safety Committee met on 23 April.
2. The Summer Works Programme was confirmed and discussed, along with any possible health and safety consequences arising from these works. Some of the projects would begin before the end of term and would cause some disruption – for example, the refurbishment of two more labs on level 5 would require some room changes and some areas being “out of bounds” to minimise risk. The issue of closing the Upper Playground (at half term) to begin preparation for the new astroturf was also addressed.
3. One of the projects will be a complete reorganisation and expansion of our medical centre where the School Nurse is based. This was felt necessary given the increasing size of the School population in recent years.
4. The Incident Report Line at Guildhall was announced. Staff were asked to report accidents and near misses, to the centralised call desk now in place
5. On-going problems with the drainage on the North side of the building were reported. After intervention from the Second Master, the drains were finally cleared by MITIE and their sub-contractor, TDS but further remedial action was needed to replace malfunctioning non-return valves. It was hoped that this might be done at half term. The serious nature of the drainage problems was identified as a real cause for concern.
6. A Risk Assessment had been carried out on the roof above the Science labs and this had confirmed that the fumes that come from the fume cupboards are such that nobody should have access to that roof. So this area has been made out of bounds.
7. The Head of PE has identified that the Sports Hall floor had become potentially dangerous as a slipping hazard. This was to be addressed by better daily maintenance (in the short term) and major professional treatment during the Summer holidays (for the long term).
8. The School Nurse reported on the accidents which had occurred since the previous meeting, including one in which a Governor had fallen outside the

Great Hall, which required hospital treatment. No pattern was identified for these.

9. Minor traces of legionella bacteria were identified by an inspection in early May. This problem was confined to **one** sink on the ground floor, used by the cleaners. MITIE had been called in to clean the taps, take samples and to revisit at the end of the month. The Corporation official responsible for this, Ian Whitehorn, asked for the area to be made out of bounds (and notices to be placed indicating the sink was not to be used) until the test results confirmed it was safe to use again. At the time of writing this report we are still awaiting the results. The Second Master was told that no other taps or water supplies were affected and the action taken was largely precautionary; there was no need for major concern.

The School was informed on **4 June** that the new sample taken from the contaminated sink indicates that the bacteria has now gone and it is safe to use the sink once again. Regular weekly flushing has been recommended.

8. Child Protection Issues

An annual review of child protection issues has been undertaken by the Second Master and Child Protection Governor and the content of this appears in the Non-Public section of the agenda.

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