

## John Masefield High School and Sixth Form Centre

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Dear parents and carers

### Years 7-9

Teachers have booked in approximately 150 live lessons for Years 7-9 this week. This means on average students will have about 6-10 lessons over Monday to Thursday. If students accept the invitation to Microsoft Teams lesson and then go to their Teams calendar they will see their schedule of lessons for the week. If there are any technical problems please contact Mr Hammond (Assistant Headteacher) at [peter.hammond@jmhs.hereford.sch.uk](mailto:peter.hammond@jmhs.hereford.sch.uk) or Mr Henderson (ICT Manager) at [it@jmhs.hereford.sch.uk](mailto:it@jmhs.hereford.sch.uk) or via extension 240. The vast majority of teachers will be broadcasting lessons from their classrooms. We will send out a short survey next week to gauge parental opinion on how successful the lessons have been and to obtain feedback on how improvements could be made which will be useful if we need to use this method of teaching again in the future.

### Year 10

Students attending school are continuing to attend well, maintain social distancing and work diligently. Students attending Teams lessons are also working well. We are pleased to report that the black Prefect Sweatshirts we have ordered will arrive in school on Friday. Mrs Sutcliffe is organising for new prefects who are currently attending school to pick up their sweatshirts at break time when they visit the dining room and will be contacting parents of those who are not attending in person inviting them to pick up their certificate and prefect sweatshirt from Reception. Senior staff are starting to have brief initial meetings with Year 10 students in school and those not in school have been asked to complete a Futures Form both of which are about their initial thoughts about their education or training post 16. These initial conversations will be followed up with a full programme of events throughout Year 11. This programme will include two longer more detailed meetings with student and parents to discuss post 16 options, a comprehensive careers programme, a sixth form taster day and open evening and many more events to help students make the best possible choices

### Y12

Year 12 students are continuing to show excellent attendance and a first class work ethic. Their teachers report that where Year 12 students are coming to lessons having identified specific problems they have identified when working from home this is particularly helpful. Over the next fortnight Year 12 students are doing exam papers at home and going over these with their class teacher.

### Start of Autumn Term

We are very much looking forward to welcoming all students back for the next academic year in September. We have not yet received any guidance from the government about September, Covid 19 and keeping students safe. However we can assure you that we will implement this advice very thoroughly and apply all of the health and safety measures required. **As we have not been able to hold many of the transition events we usually organise for next year's Year 7 or next year's Year 12, we have decided that the first day of term Thursday 3rd September will be for Year 7 and Year 12 students only. All other year groups will return to school on Friday 4th September.**

## **INSET DAY Friday 3rd July**

This Friday is a teacher training day, therefore there will be no lessons set as the teachers will all be meeting in school to plan for next academic year.

## **Final entries for June Headteacher's Challenge and July Headteacher's Challenge**

Please could any students wishing to submit entries for the June Headteacher's Challenge do so by Wednesday 1 July by e-mailing your entries to [andy.evans@jmhs.hereford.sch.uk](mailto:andy.evans@jmhs.hereford.sch.uk). The July Challenge is to research and produce a piece of work entitled 'A discovery or invention that changed the world'. It can be based on anything that the student believes was world changing. Examples may include Darwin's theory of natural selection, the invention of the iPhone, starting the World Wide Web or the invention of electric cars or any other invention or discovery. Students may submit an essay, a podcast, a video, a presentation, a cartoon strip or through any other means they wish to use. Entries should explain about the entry or invention and how it changed the world and be e-mailed to me by Thursday 16 July at 12 noon.

## **Catch up programme, advertisement for catch up tutors and how to apply**

As mentioned in last week's newsletter, we are preparing a catch up programme to help students disadvantaged by lockdown. The catch up programme will include small group and individual tutoring in reading, English, mathematics and in specific subjects and an enhanced enrichment programme. We will be asking parents and teachers to nominate students to participate in catch up tutoring in September. We are looking to recruit tutors for the programme. Therefore we have included below an advertisement with details of how to apply and have attached the job description, person specification and application form.

### **Catch up Tutors**

**Temporary Casual Staff from 1<sup>st</sup> September 2020**

**Salary will be in the range £9 - £12.85 per hour plus 12% holiday pay  
depending on skills and experience**

Following the announcement by the government of a catch up fund for students who have fallen behind during lockdown, we are seeking to appoint a team of dedicated tutors to commence work at JMHS from September 2020. Tutors will work with individual students or small groups delivering programmes designed by specialist teachers to help students address gaps in knowledge and understanding caused by the lockdown. We can be flexible with hours as some tuition will take place during the school day and some between 330pm and 5pm.

We will need tutors to help with

- Reading and comprehension
- English and writing skills
- Mathematics and numeracy
- Science
- French and German
- Other subjects taught at JMHS

The job description and person specification are summarised below:

**Main responsibility:** Deliver a programme of one to one or small group lessons to support students who have fallen behind in lock down to develop their knowledge and understanding

#### **Key Activities:**

1. Participate in training led by JM staff on effectively teaching the catch up programme and on safeguarding
2. Uphold the JM staff code of conduct and report any safeguarding or other concerns using My Concern
3. Teach the programme developed by JM staff and adapt it to the needs of individual students to increase their knowledge stored in long term memory, develop their understanding and address misconceptions

4. Set high expectations of behaviour, work rate and effort and report to your line manager where these expectations are not met
5. Give continuous and constructive feedback to students to help them develop their knowledge, understanding and confidence
6. Give clear and regular feedback to the student's class teacher via the progress proforma and face to face meetings

**Person Specification:**

1. Qualifications to include at least English and maths to GCSE and the equivalent of at least two Advanced Level GCE qualifications
2. Successful experience of teaching or tutoring
3. Relevant subject knowledge in the discipline to be taught
4. Can use ICT effectively to support learning and methods of working (e.g. email, Internet, adapting worksheets etc.)
5. Good understanding of child development, learning processes and factors that affect how pupils learn.
6. Ability to relate well to children and adults, and to build positive working relationships.
7. Confidence and competence when managing the learning and behaviour of an individual, or a small group.

If you wish to apply for the position of Catch Up Tutor, please complete the support staff application form and a covering letter of no more than one side of A4 stating:

- which subject or subjects you wish to be considered for;
- the hours for which you would be available;
- how your experience has prepared you for this role;
- how you would fulfil the job description above to a high standard.

Letters and application forms should be submitted by Friday 10th July at 12 Noon. Applications Forms should be emailed to [vacancies@jmhs.hereford.sch.uk](mailto:vacancies@jmhs.hereford.sch.uk) We do not accept CVs.

JMHS is committed to the protection and safety of its pupils and therefore all candidates will be subject to a Disclosure and Barring Service check at Enhanced Level.

As always we would encourage you to contact us if you have any questions about this newsletter or any other matter.

With my very best wishes



**Andrew Evans**  
**Headteacher**