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# CURRICULUM POLICY

ISI CODE:

2A CURRICULUM POLICY

POLICY AUTHOR:

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DATE REVIEWED:

AUGUST 2023

NEXT REVIEW DATE:

AUGUST 2024

## **RGS Worcester Curriculum Policy**

### **1. Overview**

- 1.1 The following written Curriculum Policy is supported by appropriate plans and schemes of work which will provide for the specific aims set out in section 5. Key whole-school educational policies which explain our values and procedures are to be found on the staff intranet website.
- 1.2 This policy is designed to follow the key requirements of the DfE guidance 2013 (amended 2014) and ISI Regulatory Requirements (September 2018) point 27 – Curriculum Policy Content.

### **2. Implementation**

- 2.1 The Academic Leadership Team (Deputy Head, Academic, Assistant Head, Academic and Heads of Faculty) in consultation with the Deputy Head and both Heads of Department and Heads of Year, review and develop the curriculum. Suggested changes are referred to the full Senior Leadership Team and are ultimately considered for approval by the Headmaster and the Governors' Education Committee.
- 2.2 The Head of Section (Lower School) and Head of Year Seven ensure that the transition from RGS The Grange, RGS Springfield and other feeder schools is organised effectively. The transition will take account of the individual needs of pupils and Heads of Department will be required to ensure curricular continuity and progression. Liaison meetings between the Academic leads of the Senior School and the RGS The Grange and RGS Springfield are undertaken, as well meetings between Heads of Department in the Senior School and Curriculum Leaders at RGS The Grange and RGS Springfield in order to help achieve this goal and create a continuity of educational experience and academic progression.
- 2.3 Heads of Department provide and maintain schemes of work in electronic form and each September they will update a hard copy which will be stored with the Assistant Head (Academic). A variety of Teaching and Learning methods are detailed in order to suit pupils' individual needs.
  - 2.3.1 All year groups are offered accurate, up to date and impartial Careers advice to assist pupils in making appropriate choices as the move up through the school. Please see Appendix 2 RGSW rationale for CEIAG Careers, Employability and Enterprise Policy.
- 2.4 In Year Seven, all subjects are taught in Tutor Groups with the exception of Mathematics which is either set across the whole Year Group or within two bands and Modern Foreign Languages which are banded dependent upon pupils' choices. In Year Eight and Year Nine the same model is followed with the exception of Mathematics and in Year Nine English which is set across each Year Group. In Years Ten and Eleven Mathematics, English, Sciences and Modern Foreign Languages are set across the Year Group. All option subjects are taught in mixed ability groups based upon pupil options and choices.
- 2.5 During the first few weeks of the Michaelmas Term, pupils study on rotation, French, Spanish, German. At the end of this time period, pupils then select two languages, one of which they continue for the remainder of the academic year and into Year Eight and Nine, the other of which they pick up in Year Eight and continue through into Year Nine. This approach is designed to allow pupils to develop the key/fundamental skills required for successful Language acquisition before having to manage two Languages. Year Seven

pupils also study one term of either Latin or Classical Civilisation. At the end of the Lent Term, pupils then select either Latin or Classics to study for the remainder of Year Seven and Year Eight.

- 2.6 During Year Eight, pupils choose two subjects from a list of practical and aesthetic subjects to be studied in Year Nine. Each of these subjects is scheduled for two lessons over the course of the academic year.
- 2.7 During Year Nine pupils choose GCSE options. An initial GCSE outline options presentation is given at the first Year Nine Parent Evening in the Michaelmas Term and a more detailed Information Evening is held in the Lent Term of Year Nine and a handbook, called *Directions*, (to be found on the School website) is provided, giving information and guidance. All pupils are expected to choose either three or four option subjects to accompany the core subjects which are English, English Literature, Maths, Science. Pupils are actively encouraged to take a Modern Foreign Language although flexibility has been introduced to the GCSE curriculum which means this may not be the case in some instances. Pupils also have the option of selecting to study either Triple Science or Dual Science. If a pupil opts for Dual Science the pupil has the option to follow a supplementary studies course or to undertake supervised Private Study time.
- 2.8 During the two years of GCSE study, pupil performance is reviewed and, where appropriate and following detailed analysis of tests and assessments, pupils may be advised (either by the Head of Year/Section, Assistant Head, Academic or Academic Deputy Head) to withdraw from the study of a particular subject, or adjust to a different course such as from Separate Science to Dual Award, or to Foundation Tier. In Year Ten, a Grade 3 or below in a pupil's Internal Examinations will be the trigger point for a conversation over a curriculum adjustment. In Year Eleven, a Grade 4 in the Mock Examinations will trigger this conversation. Our philosophy is that fewer better quality GCSE Grades is more beneficial for an individual than a greater number of weaker GCSE Grades. Where a pupil's curriculum is reduced, this gained curriculum time will be used to provide either additional core subject support sessions or additional support/study time in option subjects. The School reserves the right to make this decision in the best interest of the individual, as per the rules of JCQ.
- 2.9 During Year Eleven, pupils select A Level or BTEC subjects, and advice is given to parents and pupils, culminating in a Sixth Former for a Day event and a follow-up A Level Choices Evening in the Michaelmas Term. A Handbook containing information and advice, called '*Into The Sixth*', is also provided. Since 2018 no Sixth Form pupils have sat external AS/Lower Sixth Form examinations. All subjects are assessed via internal examinations in the Trinity Term. This procedure will be reviewed annually. However, there may be occasions where we advise students to reduce an A Level to an AS examination, should they be struggling with content. This would be recommended by the HoD, Head of Sixth Form and either Academic Deputy Head, Assistant Head (Academic) or Senior Teacher (Academic)
- 2.10 The Sixth Form pastoral team, together with subject teachers and the Careers Department, help students to make informed choices about Higher Education courses and careers. There are Careers and Further Education Evenings in the Trinity Term held at RGS where representatives from universities can be consulted and advice is given as regards to both University applications and also higher apprenticeship. In addition, the School hosts a Careers Expo every year, where representatives from Universities both within the UK and abroad as well as businesses and public services attend to provide advice and guidance on potential career pathways. This is open to all members of the RGS community as well as pupils from other Schools.

- 2.11 Dedicated Computing and ICT lessons are provided for pupils in Years Seven – Nine and departments are encouraged to integrate the use of Computing and ICT into their schemes of work at all levels.
- 2.12 Ethical, moral, spiritual, social and cultural issues are addressed in subject lessons, PHSCE lessons and in assemblies. The programme for PHSCE is devised by the Heads of Section and Heads of Year in consultation with the Assistant Head (Pastoral) and the Form Tutors. For the academic year 2023-24 there will be a rolling programme of whole school PHSCE sessions. In addition, Year Seven, Eight and Nine pupils will receive a timetables, Form-based PSHCE session each fortnight.

### **3. Roles and Responsibilities**

- 3.1 The Assistant Head (Academic) in consultation with the Academic Deputy Head and Heads of Faculty, reviews the curriculum and suggests changes in the light of current requirements and developments.
- 3.2 Heads of Department in consultation with the Assistant Head (Academic) complete and update staff teaching allocations, departmental development plans and their departmental handbooks annually. They are responsible for the effective delivery of schemes of work.
- 3.3 The Head of Section (Lower School), together with the Heads of RGS The Grange and RGS Springfield and Heads of Faculty and Department, ensure a smooth transfer from feeder schools to the Senior School.
- 3.4 The RGS timetable and options process is completed by the Senior Teacher in consultation with the Assistant Head (Academic), the Senior Leadership Team and Heads of Faculty and Department.
- 3.5 The Careers Department, Heads of Year, Form Tutors and Heads of Department help to ensure that option subjects selected by pupils are appropriate.
- 3.6 The Academic Leadership Team in consultation with the Deputy Head shares the responsibility for the effective delivery of the curriculum.

### **4. Monitoring and Evaluation**

- 4.1 Schemes of work are reviewed annually by Heads of Department. The purpose of this review are to ensure that:
- 4.1.1 Learning programmes meet requirements for external examinations and school priorities.
  - 4.1.2 There is consistency of provision within the department.
  - 4.1.3 The individual needs of pupils are met.
- 4.2 There is an annual review meeting (Michaelmas term) involving the Headmaster, the Deputy Head (Academic) and/or Assistant Head (Academic) and Head of Department to discuss and consider:
- 4.2.1 Department priorities in relation to School priorities.
  - 4.2.2 Contribution of the Department to cross-curricular and extra-curricular activities.

4.2.3 The way forward for that Department.

4.2.4 The Department's academic record over the past year and improvements to be made in the coming year.

4.2.5 Prior to meeting with the Headmaster, all Heads of Department will have completed in the proceeding Trinity Term, a Departmental Development Plan (DDP) based upon RGS Self Evaluation documentation. Following the completion of the DDP each Head of Department will meet, in the Trinity Term, with either the Academic Deputy Head or Assistant Head (Academic) to review the Department's progress and needs and to set appropriate targets for both the following academic year and the next three years.

4.3 The Heads of the English, Mathematics, Modern Foreign Languages and Science meet on a bi-weekly basis with either the Deputy Head (Academic) or the Assistant Head (Academic) to review their Faculty. In addition, Heads of Department within both the Humanities and Performing Arts Faculties will meet with the Academic Deputy Head and the Assistant Head (Academic) in 2020-21 for the same purposes.

4.4. The Academic Deputy Head and the Assistant Head (Academic) and individual Heads of Faculty meet at appropriate intervals to discuss and evaluate Faculty performance and to develop ideas and strategies to deal with issues and problems as well as sharing best practices and success.

4.5 Teaching observation is carried out as part of the Staff Review and Development and Induction schemes. In addition, the Assistant Head (Academic), Heads of Faculty and Heads of Department observe lessons of members of their teams to ensure that the curriculum is being delivered as stated in schemes of work and that the quality of teaching and learning is of an acceptable standard.

For 2023-24 (and as in previous years), each Department is expected to produce a clear timetable for Quality Assurance. This is overseen by the Link Senior Leader for that Department. The timetable includes specific requirements and timeframes for both Work Scrutiny and Lesson Observations in addition to the normal practices undertaken within each Department. This timetable is designed to create greater consistency across Departments as well as within the whole school. It will also provide an opportunity to share the very best practice undertaken across the school.

4.6 Departments are allocated to a Faculty to aid in the process of sharing and developing the best practice of the Department. Heads of Department can, where appropriate, make specific requests for help from their Heads of Faculty in the first instance. The exception to this relates to the Humanities Faculty (History, PRD, Politics, Classics, Latin, Economics and Business, Psychology) and the Performing Arts faculty (Art, Music, Textiles, PE, Design and Technology) who will report directly to either the Senior Deputy Head, Academic Deputy Head, Assistant Head (Academic) and Senior Teacher (Academic)

4.7 Heads of Faculty and Heads of Department may be invited to make presentations at the Governors' Education Committee. Members of this Committee make visits to departments and activities prior to their meetings.

## 5. Specific Provisions

5.1 To enable full-time supervised education for pupils of compulsory school age, which gives pupils experience in linguistic, mathematical, scientific, technological, human and social, physical, and aesthetic and creative education and provides preparation of pupils for the opportunities, responsibilities and experiences of adult life.

5.1.1 The subjects studied and the lesson allocation made to each is to be found in Appendix 1. These allocations meet the need to provide a balanced curriculum together with enough time for each component to achieve the depth and experience we want for RGS pupils. The table in Appendix 1 represents the standard allocation but may be modified for pupils with special needs and requirements. There is flexibility in the Lower School Curriculum to allow students with specific additional learning requirements to not study a specific subject (MFL, History) and arrangements are made for these students to spend this additional time in Learning Development. Pupils can only be excused from a subject at the discretion of the Assistant Head (Academic) in consultation with the parents and Head of Faculty/Department. Some pupils may discontinue an optional subject in Year Eleven (or exceptionally in Year Ten) if their overall learning would benefit from this and if it is agreed by the Head of Year, Head of Department, parents and pupil. Specific details concerning each subject or activity are to be found in Departmental schemes of work or Handbooks and in RGS Sport and Games and extra-curricular policies.

5.1.2 Where the human and social strand is concerned (an area concerned with people and their environment and how human action influences and has influenced events and conditions) then our expectation is that History, RS, Science and Geography would have a large role to play here. It must be clear, from the schemes of work of those subjects, how this is to take place and other subjects' schemes should also contain a section explaining what contribution that subject or activity will make. This provision will be supplemented by a contribution from school and departmental assemblies and other less regular activities such as charity work and fund-raising. The PSHCE policy [see point 5.6] will make a major contribution here too along with key elements of delivery of British Values. There is a statement of the school's views about Spiritual, Social, Moral and Cultural values on the staff intranet.

5.2 To provide subject matter appropriate for the ages and aptitudes of pupils, including those pupils with an Education, Health and Care Plan or additional learning requirements. There are a number of criteria to observe when constructing the schemes of work that will contain the subject matter to be studied at RGS:

5.2.1 it should be suitable and accessible [see the RGS Educational Equal Opportunities Policy] and ensure that all pupils have the opportunity to learn and make progress.

5.2.2 it must challenge pupils at all levels and ensure the possibility of academic success at the highest levels [see the RGS Gifted and Talented Policy]

5.2.3 it must be consistent with the specifications set out by the Awarding Bodies

5.2.4 notice must be taken of the RGS Learning Development Policy.

5.3 To enable pupils to acquire skills in speaking and listening, literacy and numeracy

5.3.1 It is the responsibility of all subjects to contribute towards the development of these skills. The RGS Literacy Policy and the Numeracy Policy will be found on the staff intranet website. The specific prescriptions for speaking and listening will be found in the schemes of work provided for English and the Modern Foreign Languages. However, all subjects' schemes of work should make reference to how the skills of listening and speaking can be developed within that academic discipline.

5.4 To provide for pupils whose principal language of instruction is a language other than English, lessons in written and spoken English, except that this requirement shall not apply in respect of a school which provides education for pupils who are all temporarily resident in England and which follows the curriculum of another country

5.5 Where a pupil has an Education, Health and Care Plan, to provide education which fulfils its requirements.

5.5.1 RGS will provide a modified programme of education for any of its pupils whose individual needs are agreed, by the Headmaster and the parents of the pupil, to require it. This modification will be consistent with the Equal Educational Opportunities Policy.

5.5.2 See also the Learning Development Policy.

5.6 To provide personal, social and health education which reflects the school's aims and ethos, Including scheme of work for PHSCE.

5.7 To provide, through dedicated time within the curriculum and also specific events for both parents and pupils, appropriate careers guidance for pupils receiving secondary education and in particular with reference to GCSE and A Level choices and the University (UCAS) application process.

Sponsor – Deputy Head Academic

June 2011

Reviewed : September 2012, September 2013, June 2014

Approved and Endorsed June 2014 by the Chairman of the Education Committee

Reviewed : July 2015 and Endorsed August 2015 by the Education Committee

Reviewed : November 2015 to update IT to Computing

Reviewed : August 2016 to include changes to Language Choices in Lower School and Endorsed by the Chairman of Governors on 23 August 2016.

Reviewed: July 2017 and Endorsed by the Chairman of Governors.

Reviewed and Endorsed: November 2017, August 2018, August 2019 and September 2020

Reviewed: June 2021, September 2021, September 2022 and September 2023

## LESSON ALLOCATION

Year	Seven	Eight	Nine	GCSE		A Level
1 lesson equates to 1 hour						
				Lessons		
Subject	Lessons	Lessons	Lessons	Yr 10	Yr 11	Lessons
English	6	6	6	8	7	10/10
Maths	6	6	6	5	6	10/10
GM/SP/FR	2x3	2x3	2x3	5*	5*	10/10
Lat/CC	2	2	3	5*	5*	10/10
Biology			4	5	4	10/10
Chemistry			4	5	5	10/10
Physics			4	4	5	10/10
Triple Science				14	14	
Combined Science	6	6		12	12	
Sup Skills				2	2	
Geography	3	3	3	5*	5*	10/10
History	3	3	3	5*	5*	10/10
RS	3	3	3	5*	5*	10/10
Art	2	3	2*	5*	5*	10/10
Mus/Dr	2	2	2*	5*	5*	10/10
DTs	3	3	2*	5*	5*	10/10
Computing	2	2	2*	5	5	10/10
PE	1	0	1	1/5*	1	10/10
Psychology						10
BTEC (PE)						18
CTEC (BS)						10
Games	4	4	2	2	2	2
PHSCE	1	1	1	**	**	**
Enr						2

\* options

\*\* PHSCE run on a rolling programme over Michaelmas and Lent term