

## NORTHAMPTON SCHOOL FOR GIRLS

### REDUCTION IN SUBJECTS AT GCSE AND A LEVEL

#### GCSE

It is important to remember that any reduction in the number of courses a student follows only happens in **exceptional circumstances**.

The decision will only be made as a result of discussions with the student, parents and staff. The Head of Learning Centre manages each individual request with the Assistant Head Teacher, Carol Pichler who will agree a final decision with Abigail Boddy, Deputy Head Teacher.

The process needs to be guided by a number of questions.

- Why is this being considered?
- Would they be able to achieve if they were given further support in the subject?
- What are the consequences for the student?
- What are the possible benefits?
- Are there other factors to consider for example attendance concerns, engagement, welfare?
- Is there any additional intervention needed?

Before any reduction is considered, information is collated from across all subjects and the number of possible passes at GCSE are considered. The total number of passes must be a minimum of eight. There may be students in extreme situations for whom this may be an exception.

The request is then discussed with parents/carers ensuring they understand the implications of any reduction.

A record is made of the numbers of students who began a course at GCSE in each subject and retention will be considered as an important element when we evaluate achievement by subject. Requests to reduce curriculum can be made by Heads of Learning Centre, Parents/Carers and students.

Team Leaders who wish to request that a student does not continue with a subject can only do so in exceptional circumstances and must discuss any such request with their SLT Link before this will be considered.

#### Alternative Arrangements

It may be that the student requires additional support from Special Educational Needs (SEN) or English as an Additional Language (EAL) teams and may need to be referred to a Learning Mentor.

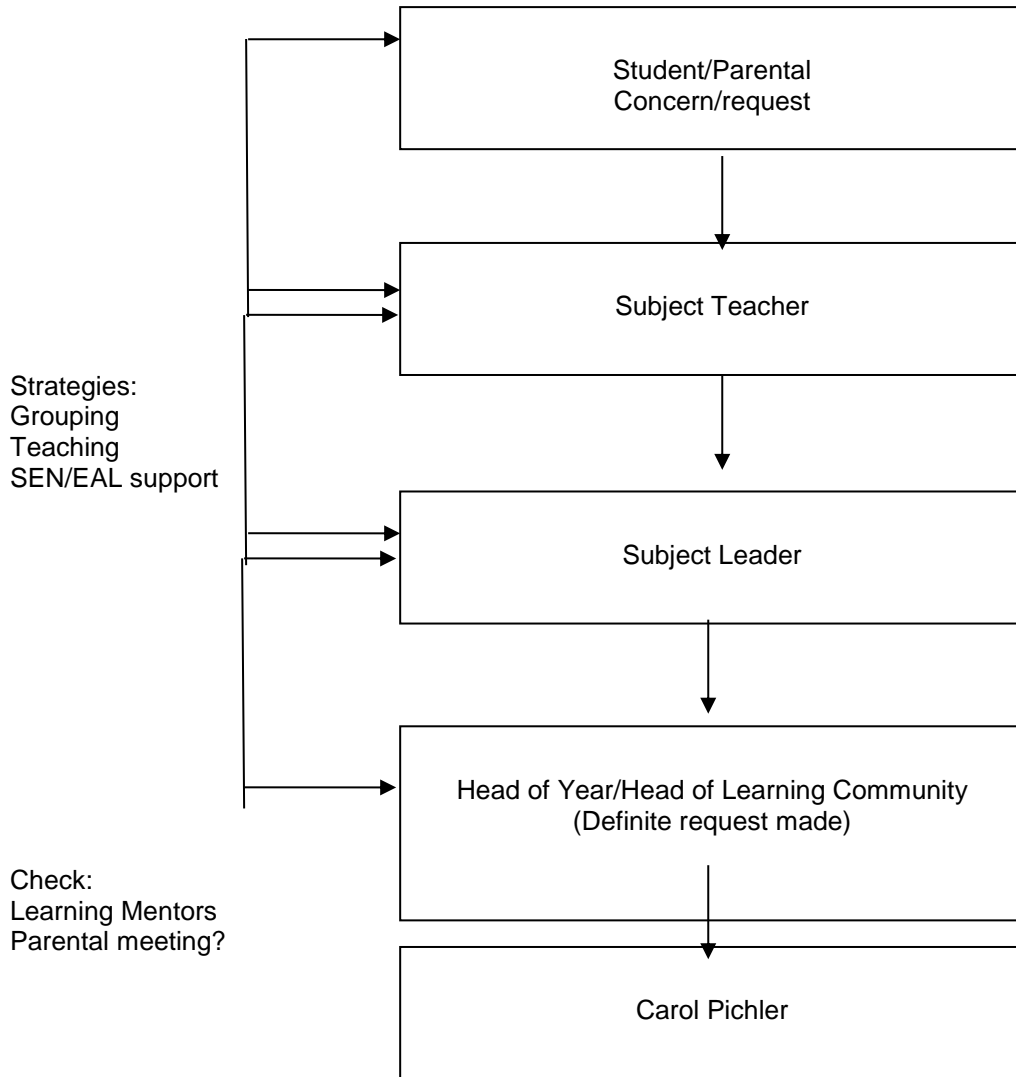
Students who need more intensive support may be placed in the Study Support Room (Pink Room) at the discretion of the Assistant Headteacher, Carol Pichler.

#### Monitoring Student Achievement

It is important that achievement for any student is monitored carefully and the Heads of Learning Centre will liaise with Tutors and Heads of Year as part of the monitoring process. KS4 inclusion staff managed by Becky West, will track each student's progress within the Inclusion Room and liaise with Heads of Year, subject teachers and tutors.

Heads of Learning Centre will use the likely grades as an indicator for discussion with students who may need to reduce the number of GCSEs in order to improve achievement overall. This will need to be agreed with Carol Pichler.

## REQUEST FOR REDUCTION IN CURRICULUM PRE 16



Decision made/checks made - ABY

Information shared

- SLT
- JLG
- HOD/Subject Teacher
- HOY/HLC/Tutor

Further Agency support

## GCE A LEVEL

After the first two weeks in Year 12 there is the expectation that students will continue until the end of the year. This policy is adhered to after the first two weeks in September.

It is important to remember that any reduction in the number of courses a student follows only happens in **exceptional circumstances**.

The decision will only be made as a result of discussions with the student, parents/carers and staff. Jane MacDonald Head of Learning Community (Post 16) who will agree the final decision with the Deputy Head, Abigail Boddy.

The process needs to be guided by a number of questions.

- Why is this being considered?
- Would they be able to achieve if they were given further support in the subject?
- What are the consequences for the student?
- What are the possible benefits?
- How will this impact on their UCAS application or other routes?
- Are there other factors to consider for example attendance concerns, engagement, welfare?
- Is there any additional intervention needed?

Before any reduction is considered, information is collated from across all subjects and the number of possible passes at GCE are considered. **The total number of passes must be a minimum of three**. There may be students in extreme situations for whom this may be an exception. This must be agreed by Jane MacDonald.

The request is then discussed with parents/carers ensuring they understand the implications of any reduction.

A record is made of the numbers of students who began a course at GCE in each subject and retention will be considered as an important element when we evaluate achievement by subject. Requests to reduce the curriculum for students can be made by the Head of 6<sup>th</sup> Form, Parents/Carers. Students may make the request to reduce their curriculum and it is important that if this happens tutors alert the Head of Year as soon as possible and ensure that the student knows she/he must continue to attend lessons until a decision is made.

Team Leaders who wish to request that a student does not continue with a subject can only do so in exceptional circumstances and must discuss any such request with their link with SLT before this will be considered.

### Alternative Arrangements

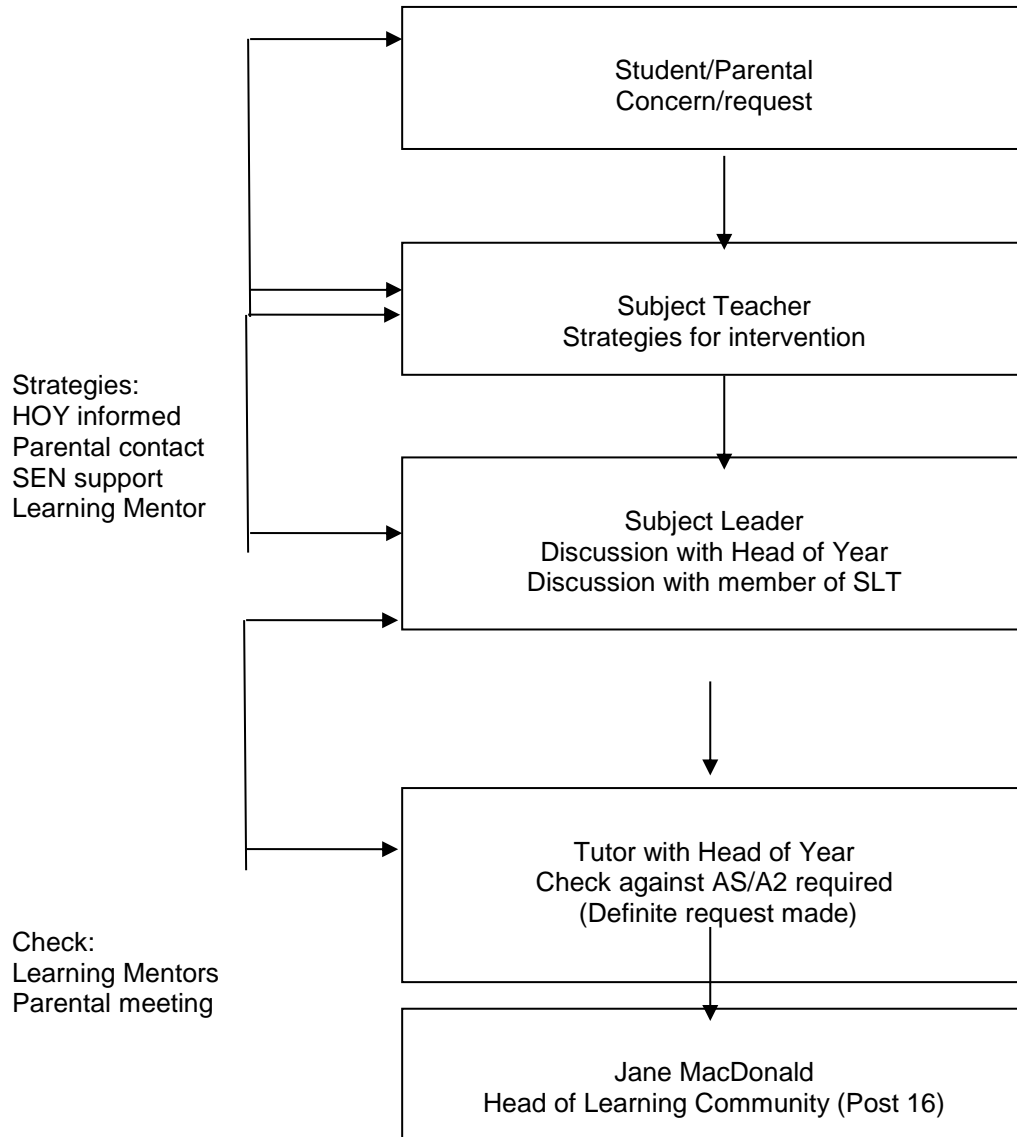
Where possible students who are self-motivated will be allowed to study in the Library. It may be that the student requires additional support from Special Educational Needs (SEN) or English as an Additional Language (EAL) teams and may need to be referred to a Learning Mentor.

Jane MacDonald will coordinate any support arrangements with the Head of Year.

### Monitoring Student Progress in other A Level Subjects

It is important that achievement for any student is monitored carefully; tutors and Heads of Year will coordinate the monitoring process.

## REQUEST FOR REDUCTION IN CURRICULUM POST 16



Decision made/checks made - ABY

Information shared

- SLT
- JLG
- HOD/Subject Teacher
- HOY/HLC/Tutor
- Parent Letter