

CCYD Annual Curriculum Timetable – Ks4 (Year 9 options for Y10/11)

2020-21 plan – J James

Sept – End of October – Liaise with TL/Teachers in charge to discuss what subjects departments can offer at CCYD. Look at possible new courses to add to provision/ QIW website for information (JJ/ TL's)

19th November – Options Assembly - Initial 'Free' choice offer to year 9, Information assembly by JJ – Assistant Headteacher, Preparation in Tutor time with Tutors, Learners complete free choice with Tutors using the google form survey and return by Friday 27th November (JJ/GG/HOY 9 and Year 9 Tutors)

December – SLT curriculum meeting to discuss findings from initial free choice.

Focus on :

Course numbers

Viability

Staffing implications

Costings

Retirements

December – Option blocks designed to ensure as many pupil choices can be accommodated as possible. (JJ/GG)

By 31st January - Finalise option blocks and consult with SLT, Staff and governors for consultation and feedback (update option blocks if needed by 5th Feb). (JJ)

Week beginning 8th Feb – Carousel of assemblies Monday to Thursday from subject leads / TL's to promote their subjects prior to the official options evening on 11th February (This is also parents evening for Y9) Tutor support in discussing option choices up to 11th Feb (JJ/HOY 9 TL's)

Thursday 11th February – KS4 option evening for Year 9 (along with the year 9 parents consultation same evening.) JJ will present the year 9 options process to parents/learners. Learners will select options using the online options survey with Form Tutors. (All staff /HOY9)

February 26th – Final day for selecting options using online options survey with Year 9 Tutor support (JJ/Year 9 Form Tutors/HOY)

March – JJ and HOY 9 to look at learner's option choice selection for appropriateness and will discuss any issues with TL's and Learners. Final choices by end of March (JJ/HOY 9)

April – May – Staffing and timetabling - Meet with TL's consultation on preferred staffing of courses, split classes etc. (JJ /GG)

May – June – Final timetable construction, Draft timetable by end of June – Issue to TL's for feedback / issues – amend if necessary. (JJ/GG)

July – Allocate rooms for courses.