

Trinity summer school 2021, 9th – 13th August, 9am-3pm

Finance

Staffing:

1 X Deputy Headteacher (25 hours - £1500)

1 x summer school manager (25 hours - £1100)

1 x Head of year (15 hours - £660)

1 x Eng/Maths/Science/Hums/MFL/Creative teacher/PE/RE (25 hours X 8 teachers, total £8800)

1 X Disadvantaged co-ordinator (25 hours, total £900)

1 x TA (25 hours, total £600)

1 x Reading recovery TA (25 hours, total £600)

2 x administrator (£1000)

1 X mentor (£600)

£15,160 in total

Resources budget:

£1000 teaching resources and prizes/certificates

£250 Trinity water bottles

£2500 Trinity drawstring PE bags

£3750 in total

Food costs:

£3000 (Approximately £4 per day per child/staff member) – include snack and main lunch

£410.32 for disposable plates and cutlery (recycled materials)

£1100 catering manager salary

£4510.32 in total

Total: £23,420.32

Pupils attended (140 in cohort)

Monday	103
Tuesday	107
Wednesday	102
Thursday	104
Friday	103
Average for the week	104 (75% of the total cohort attended)

Timetable

MONDAY	Class 1	Class 2	Class 3	Class 4	Class 5
9-9.30	Welcome assembly/worship				
9.30-10.30	English	Maths	Science	Hums	Creative
11-12	PE	MFL	RE	English	Maths
1-2	Science	Hums	Creative	PE	MFL
2-3	RE	English	Maths	Science	Hums

TUESDAY	Class 1	Class 2	Class 3	Class 4	Class 5
9-10	Creative	PE	MFL	RE	English
10-11	Maths	Science	Hums	Creative	PE
11.30-12.30	MFL	RE	English	Maths	Science
1.30-2.30	Hums	Creative	PE	MFL	RE
2.30-3	The school KO				

WEDNESDAY	Class 1	Class 2	Class 3	Class 4	Class 5
9-10	English	Maths	Science	Hums	Creative
10-11	PE	MFL	RE	English	Maths
11.30-12.30	Science	Hums	Creative	PE	MFL
1.30-2.30	RE	English	Maths	Science	Hums
2.30-3	Behaviour and attitudes				

THURSDAY	Class 1	Class 2	Class 3	Class 4	Class 5
9-10	Creative	PE	MFL	RE	English
10-11	Maths	Science	Hums	Creative	PE
11.30-12.30	MFL	RE	English	Maths	Science
1.30-2.30	Hums	Creative	PE	MFL	RE
2.30-3	Personal Development				

FRIDAY	Class 1	Class 2	Class 3	Class 4	Class 5
9-10	English	Maths	Science	Hums	Creative
10-11	PE	MFL	RE	English	Maths
11.30-12.30	Science	Hums	Creative	PE	MFL
1.30-2.30	RE	English	Maths	Science	Hums
2.30-3	Celebration assemblies				

Job descriptions

Summer school manager

The summer school leader will:

- ✓ Co-ordinate all registers
- ✓ Plan the afternoon assemblies
- ✓ Quality assure all lessons
- ✓ Deal with any behaviour issues
- ✓ Liaise with parents
- ✓ Raise any safeguarding concerns with the Headteacher or DSL
- ✓ Write an end of week summary report
- ✓ Any other duties to ensure the smooth running of the week

Person specification	Essential	Desirable
Qualified teacher	✓	
Experience of working with Key stage 2 or 3 pupils	✓	
Safeguarding training	✓	
Excellent organisational skills	✓	
Ability to communicate effectively with parents	✓	
First Aid trained		✓

Subject teachers

Subjects teachers will:

- ✓ Plan and deliver lessons to a range of pupils
- ✓ Give appropriate feedback to pupils
- ✓ Will ensure that each lesson has either a literacy or numeracy element within them
- ✓ They will effectively plan for teaching assistants in lessons
- ✓ They will follow our 'Trinity Standards'
- ✓ They will attend morning and afternoon assemblies/worship

Person specification	Essential	Desirable
Qualified teacher	✓	
Experience of teaching in either Key Stage 2 or 3	✓	
Safeguarding training	✓	
Excellent organisational skills	✓	
Ability to communicate effectively with pupils and parents	✓	
First Aid trained		✓

Teaching assistants

Teaching assistants will:

- ✓ Will support pupils as directed by the classroom teacher
- ✓ Assist in providing effective feedback to pupils
- ✓ Attend morning and afternoon assemblies/worships
- ✓ Liaise with parents as/when required
- ✓ Will be expected to be on duty at break and lunchtimes and provide activities for the pupils at both breaks.

Person specification	Essential	Desirable
Relevant level 2 qualifications	✓	
Experience of supporting pupils in either Key Stage 2 or 3	✓	
Safeguarding training	✓	
Excellent organisational skills	✓	
Ability to communicate effectively with pupils and parents	✓	
First Aid trained		✓

Evaluation and Impact

Throughout the week, lessons were observed and teachers, pupils and parents gave us their feedback. Anecdotally we have witnessed a very successful start to term for Year 7!

Summer school manager observed all lessons ensuring the trinity standards are modelled. Lessons had an element of literacy or numeracy embedded into the planning. All lessons observed were challenging and engaging with a range of theory and practical. Students were introduced to the structure and routine of a secondary school day. All students attended a guided tour and had the opportunity to familiarise themselves with the facilities. As a result students have adjusted to life at Trinity quickly and confidently.

Staff feedback

All staff reflected positively on the week and enjoyed the opportunity to get to know the new Y7's. Staff were responsible for teaching lessons, planning lessons and ensuring the content was in line with the Trinity Standards. All staff supported the smooth running and positive atmosphere of the summer school. Duties were allocated and all responsibilities were fulfilled by all staff. One of the main successes was embedding positive rapport and relationships between the new students and staff. Staff expressed an interest in doing summer school again.

Pupil feedback

Attached to this report is a selection of pupil feedback, all of which was positive. After discussing summer school with the year 7 cohort once term has started, all students have expressed a level of confidence and positive attitude to the start of the year, which is due to their having attended the summer school and embedded the Trinity expectations prior to starting.

Parent and carer feedback

We gained parent and carer feedback at the end of the week. We did this by leaving comment sheets at reception which parents filled in (we have these on file). Below is a selection of comments:

“Making new friends”

“Science, maths and PE”

“Family atmosphere”

“Worship”

“She enjoyed everything and loved the reward cards she received almost daily”

“The learning environment”