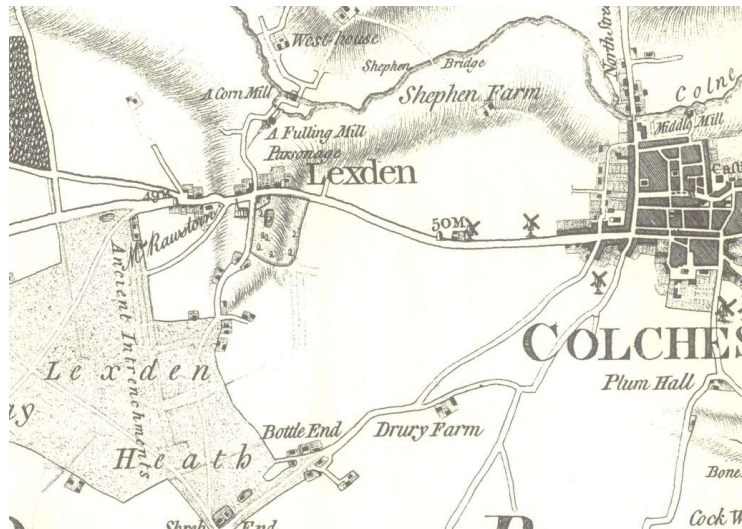


Archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US

April 2020



by **Dr Elliott Hicks**

with contributions by Dr Matthew Loughton and Laura Pooley
figures by Chris Lister and Sarah Carter

fieldwork by Chris Lister and Adam Wightman

commissioned by Lyndon Hopkins
on behalf of Colchester County High School for Girls

NGR: TL 9799 2457 (centre)
Planning ref.: 192846
CAT project ref.: 20/03f
ECC code: ECC4449
OASIS ref.: colchest3-389480



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CAT Report 1549

June 2020

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1 Summary

An archaeological excavation was carried out at Colchester County High School for Girls, Norman Way, Colchester, Essex prior to the extension of an existing classroom building. Previous excavations have revealed scattered undatable features and a 1st- and a 2nd-century ditch in the immediate proximity of the main school building. A more concentrated area of 3rd- and 4th-century features has also recently been uncovered slightly to the east of the school, near to the site of a palisade trench of probable Roman date and a Roman wattle-and-daub structure which were excavated during the 1950s. Only a modern pit or digger bucket cut was uncovered, providing further indication that the main focus of activity lies to the north and east of the school.

2 Introduction (Fig 1)

This is the report for an archaeological excavation at Colchester County High School for Girls, Colchester, Essex which was carried out during 29th-30th April 2020. The work was commissioned by Lyndon Hopkins on behalf of Colchester County High School for Girls in advance of the construction of a new school building and was carried out by Colchester Archaeological Trust (CAT).

As the site lies within an area highlighted by the EHER/CHER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Colchester Borough Council Archaeological Advisor (CBCAA). This recommendation was for an archaeological excavation and was based on the guidance given in the *National Planning Policy Framework* (MHCLG 2019).

All archaeological work was carried out in accordance with a *Brief for Archaeological Excavation*, detailing the required archaeological work, written by Jess Tipper (CBCAA 2019), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with ECCPS (CAT 2019).

In addition to the brief and WSI, all fieldwork and reporting was done in accordance with English Heritage's *Management of Research Projects in the Historic Environment (MoRPHE)* (English Heritage 2006), and with *Standards for field archaeology in the East of England* (EAA 14 and 24). This report mirrors standards and practices contained in the Institute for Archaeologists' *Standard and guidance for archaeological excavation* (CIfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2014b).

3 Archaeological background

The following archaeological background draws on the Colchester Archaeological Trust report archive, the Colchester Historic Environment Record (ECC and MCC numbers) accessed via the Colchester Heritage Explorer (www.colchesterheritage.co.uk):

The development site is located within the grounds of Colchester County High School for Girls, a purpose-built complex of buildings opened in 1957 on land that was formerly part of the estate of Altnacealgach House (locally listed), a Victorian mansion designed by acclaimed local architect Horace Darken and built in 1888 to be the home of Arthur Thomas Osborne, heir to a successful brewing business. The school lies to the southwest of the house.

The site was located within the Late Iron Age *oppidum* of Camulodunum, to the west of the Roman walled town and within an area of Roman cemeteries which was dubbed 'the western cemetery' by Hull (1958), but which is more generally referred to as the Lexden cemetery (MCC7525-9 and MCC7647). This is an area of Iron Age and Roman burial grounds located either side of Lexden Road (the main Roman road leading from the walled town to London). Many Roman burials and cremations have been found and reported upon in this area (see Hull 1958 and CAR 11). Of particular note in this

respect is a Roman amphora burial which was found to the west of Altancealgach House (MCC7676). A trial-trench evaluation on a site south of Park Road, conducted in 2006, defined Roman occupation remains, including two cremation burials (MCC3091; ECC FAU report 1711). The school also lies some 425m east of Lexden Tumulus (MCC1356 & MCC7523), an Iron Age barrow which, when excavated in 1924, was found to contain a rich Belgic burial with the remains of funerary bronze, gold and silver objects and a coin with the head of Augustus mounted as a medallion. The burial mound has variously been thought to be the resting place of Addedomarus (CAR 11, 85-94; Foster 1986) or Tasciovanus (Philip Crummy, pers comm).

Excavations in 1939 revealed an early Roman curving ditch, possibly the corner of a fort, to the north of the school (ECC851 and MCC2173). The same excavations revealed two parallel ditches, which were thought by Hull to represent an annexe lying to the south of this fort (Hull 1958, 273). It was later shown, however, that these form a continuation of Heath Farm Dyke North (CAR 11, 32). In February 1996, CAT monitored an area on the corner of Norman Way and Park Road for a car park. A ditch was recorded running east-west parallel to the footpath but was thought to be medieval or later and not associated to Hull's ditch (CAT Report 1000, 96/2b).

In 1955, prior to the construction Colchester County High School for Girls, a 'triple-ditched dyke' was excavated by R.J. Martin beneath what was to become the main school building. The ditches were 4m wide, although their depths are unknown (ECC714, MCC2177, CAR 11, 127). Additionally, on the south edge of the school, postholes and a ditch indicated the possible presence of a building surrounded by a diagonal ditch dated to the 2nd-century and a large pit, also dated to the 2nd-century. Further excavations undertaken by John Wachter to the east of the High School for Girls the following year revealed palisade trenches, an irregular wattle-and-daub structure, gullies and pits (ECC970, MCC8175 and MCC2064-5, CAR 11, 124-126).

CAT have carried out a number of watching briefs and evaluations in this area. A watching brief undertaken by CAT in 2001 on an extension to the school revealed no trace of the ditches of the dyke seen in 1955 (CAT Report 155). A further watching brief in 2005 for a new music and careers block recorded four undatable pits or ditches (CAT Report 348). At least two of the ditches of the dyke should have been visible within the footprint of the new building and one of its soakaways, but were not observed. A substantial ditch recorded in a second soakaway was not in alignment with those seen in 1955 and it was concluded that the 'triple-ditched dyke' either turns a corner or does not in fact exist.

An evaluation at the County High School for Girls in 2014 in the area of the proposed rear or southern car park revealed a Roman ditch dating to the late 1st century AD (CAT Report 762). The ditch was aligned parallel to the ditches seen in the 1939 excavations (i.e. Heath Farm Dyke North). What is unclear is whether the 2014 ditch is merely an agricultural field ditch, or whether it is part of a wider defensive scheme including the Heath Farm Dyke and the 'triple-ditched dyke' on the school site. An evaluation undertaken by CAT in 2016 towards the centre of the County High School for Girls identified a Roman ditch aligned northeast to southwest (CAT Report 975). This was recorded along with five modern and two natural features. Another evaluation was carried out in January 2018 in advance of the construction of a multi-functional hall and two additional car parks. Three undated pits, two post-Roman pits and two natural features were recorded (CAT Report 1211).

In 2019, CAT carried out a further evaluation and excavation immediately to the east of the school, in advance of the construction of a new building. Excavations revealed a concentrated area of Roman remains consisting of six ditches and nine pits. These features produced a substantial assemblage of 3rd- and 4th-century pottery and CBM which suggested that a Roman villa may have stood in the vicinity during this period, possibly to the southeast of the excavation area. Two ditches, a pit and a pit/treethrow

dating to the medieval or post-medieval periods were also uncovered (CAT Reports 1449 & 1507)

4 Aim

The aim of this this investigation was to excavate and record all archaeological horizons due to be destroyed during the proposed development.

5 Results (Figs 2-3)

An area measuring 96.2m² was initially reduced through modern topsoil (L1, 0.12-0.14m thick, dry light grey/brown silty-loam). In places, L1 overlay a modern construction layer (L2, c 0.1-0.15m thick, hard, dry light brown sandy-silt with CBM and mortar fragments and flecks). L1 and L2 sealed a modern accumulation layer (L3, 0.2-0.35m thick, hard dry medium yellow/brown sandy-silt with 5% gravel, 5% CBM fragments and CBM flecks) which in turn overlay a cover loam (L4, 0.13-0.15m thick, firm dry medium brown silty-loam with CBM flecks). Beneath L4 lay a further prehistoric cover loam (L5, soft dry medium grey silty-loam). Any Roman features would have been cut into L5, and so the site was not stripped down to natural geological deposits. A small sondage was excavated by hand, however, revealing natural sands and gravels at a depth 0.2m beneath the limit of excavation.

Modern pit or digger bucket cut F1 was uncovered in the northwest corner of the excavation area. Plastic was present on the surface of the feature, indicating it was modern, and so it was not excavated.



Photograph 1 Excavation area – looking southeast

6 Finds

6.1 Ceramic building material

by Dr Matthew Loughton

The excavation produced six sherds of Roman building material with a weight of 338g, all of which came from cover loam L4 (1). There were pieces of tegulae and brick. This material was all discarded.

6.2 Small finds

by Laura Pooley

The excavation produced a single undated iron object (finds no. 1) from L4. The object is U-shaped with long arms, and is now damaged and broken into two at the curved end. The arms are flat with a rectangular cross-section, expanded at the curve and gradually narrowing towards squared terminals. Approximately halfway down their length, the arms rotate 90° to the rest of the object. Measurements: 176mm long; 40.3mm wide; arms taper from 30.4mm wide at shoulders to 12.2mm wide at terminal; c 5mm thick; 185.7g.

7 Discussion

Excavations at Colchester County High School for Girls over the past two decades have primarily uncovered scattered ditches and pits which contained little datable material. One ditch could be dated to the 1st century, however, and another to the 2nd century. A recent investigation of an area located further to the east of previous excavations, some 55m northeast of the present site, however, revealed a concentration of features which yielded substantial assemblages of 3rd- and 4th-century pottery and Roman building material which were taken as evidencing the presence of a Roman villa in the vicinity during this period, likely to the east.

The site of the present investigation lies in a previously wooded area immediately to the south of an existing building. While the trees had been felled some time previously, the stumps and root boles had been left *in situ* and were mechanically removed during excavations. The roots from these trees formed a mat which extended through much of the excavation area, and, in places, deep into the natural. The area was stripped down to a cover loam which was encountered during an evaluation conducted 40m to the west northwest of the present site in 2014 (CAT Report 762) and the excavation carried out 50m to the northeast in 2019 (CAT Report 1507). During these investigations, Roman features were seen to cut this cover loam, but as it was quite heavy rooted with frequent worm castings, it was stripped off to expose the natural sands and gravel which underlie the site. On this occasion, no disturbance of this layer was observed – aside from a modern pit or digger bucket cut – indicating that no archaeological deposits were present, and so, following consultation with the CBCAA, it was decided that no further excavations were necessary. As in previous investigations, no artefactual evidence was recovered from this cover loam, and so it is not possible to provide a close dating for this deposit. The excavation area was stripped slightly deeper than formation level. Further foundation trenching was also excavated around the edge of the area but, given the results of this investigation, archaeological monitoring of these further groundworks was not required. Only a very modest amount of Roman building material was recovered during the investigation, providing further indication that the main focus of activity – and the site of the putative villa – lies to the north and east of the school.

8 Acknowledgements

CAT thanks Lyndon Hopkins and Colchester County High School for Girls for commissioning and funding the work. The project was managed by C Lister, fieldwork was carried out by C Lister and A Wightman. Figures are by C Lister and S Carter. The project was monitored for Colchester Borough Council by Jess Tipper.

9 References

Note: all CAT reports, except for DBAs, are available online in PDF format at <http://cat.essex.ac.uk>

Brown, D	2011	<i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i>
CAR 11	(2nd ed.) 1995	<i>Colchester Archaeological Report 11: Camulodunum II</i> , by CFC Hawkes & P Crummy
CAT	2016	<i>Colchester Archaeological Trust Finds Retention Policy</i> , by S Benfield
CAT	2018	<i>Health & Safety Policy</i>
CAT Report 155	2001	<i>An archaeological watching brief at the County High School for Girls, Norman Way, Colchester, Essex: September 2001</i> , by K Orr
CAT Report 348	2005	<i>An archaeological watching brief at the Colchester County High School for Girls, Norman Way, Colchester, Essex: May-November 2005</i> , by K Orr
CAT Report 762	2014	<i>Archaeological trial-trenching evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex: March 2014</i> , by B Holloway
CAT Report 975	2016	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: June 2016</i> , by L Pooley
CAT Report 1000	forth-coming	<i>Miscellany of unpublished Colchester and Essex sites: 1984-2000 (sites not published in any Colchester Archaeological Report, or in the CAT Report Series from 1997)</i> , by H Brooks
CAT Report 1211	2018	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: January 2018</i> , by E Hicks
CAT Report 1449	2019	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: July 2019</i> , by E Hicks
CAT Report 1507	2020	<i>Archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: December 2019</i> , by E Hicks
CBCAA	2019	<i>Brief for an Archaeological Excavation at Colchester County High School for Girls, Norman Way, Colchester, CO3 3US</i> , by J Tipper
ClfA	2014a	<i>Standard and Guidance for archaeological evaluation</i>
ClfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
ECC FAU report 1711	2007	<i>Archaeological trial trenching at Essex County Council Offices, Park Road, Colchester, Essex</i> , by T Ennis
Foster, J	1986	<i>The Lexden Tumulus: a reappraisal of an Iron Age burial from Colchester, Essex</i> , BAR, British Series, 156
Gurney, D	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14)
Historic England (HE)	2015b	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Hull, MR	1958	<i>Roman Colchester</i> , RRCSAL 20
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England</i> . East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2019	<i>National Planning Policy Framework</i> . Ministry of Housing, Communities and Local Government.

10 Abbreviations and glossary

CAT	Colchester Archaeological Trust
CBCAA	Colchester Borough Council Archaeological Advisor
CBM	ceramic building material, ie brick/tile
CHER	Colchester Historic Environment Record
ClfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
feature (F)	an identifiable thing like a pit, a wall, a drain: can contain 'contexts'
Iron Age	period from 700 BC to Roman invasion of AD 43

layer (L)	distinct or distinguishable deposit (layer) of material
medieval	period from AD 1066 to c 1500
modern	period from c AD 1800 to the present
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference
OASIS	Online Access to the Index of Archaeological Investigations, http://oasis.ac.uk/pages/wiki/Main
post-medieval	period from c AD 1500 to c 1800
prehistoric	pre-Roman
Roman	the period from AD 43 to c AD 410
section	(abbreviation sx or Sx) vertical slice through feature/s or layer/s
wsi	written scheme of investigation

11 Contents of archive

Finds: none retained

Paper and digital record

One A4 document wallet containing:

The report (CAT Report 1549)

ECC evaluation brief, CAT written scheme of investigation

Original site record (feature and layer sheets, finds record, plans)

Site digital photos and log

12 Archive deposition

The paper and digital archive is currently held by the Colchester Archaeological Trust at Roman Circus House, Roman Circus Walk, Colchester, Essex CO2 7GZ, but will be permanently deposited with Colchester Museum under project ref. ECC4449.

Distribution list:

Lyndon Hopkins

Colchester County High School for Girls

Jess Tipper, Colchester Borough Council Planning Services

Essex Historic Environment Record



Colchester Archaeological Trust

Roman Circus House,

Roman Circus Walk,

Colchester,

Essex, CO2 7GZ

tel.: 01206 501785

email: eh2@catuk.org

Checked by: Philip Crummy

Date: 19.06.2020

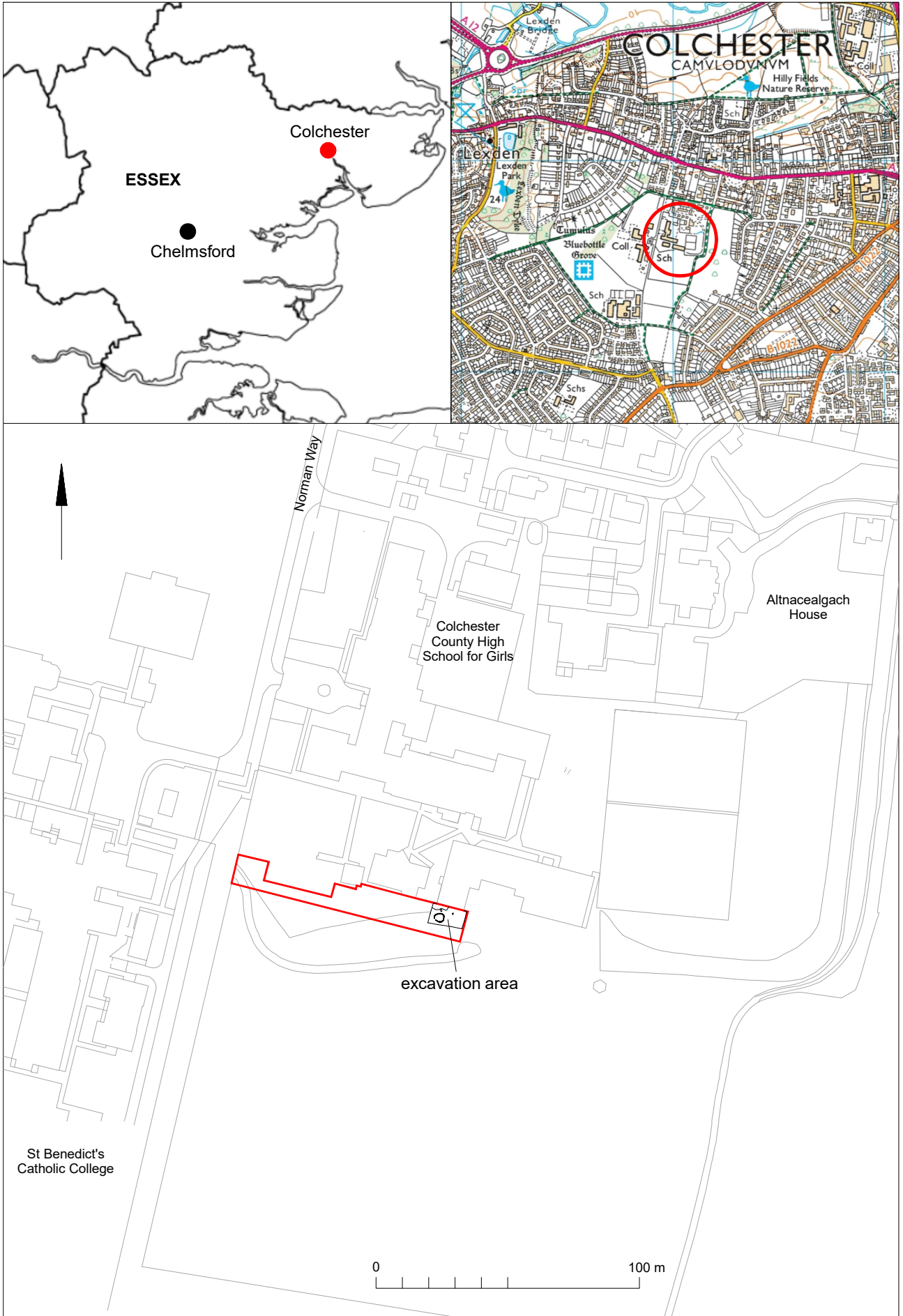


Fig 1 Site location.

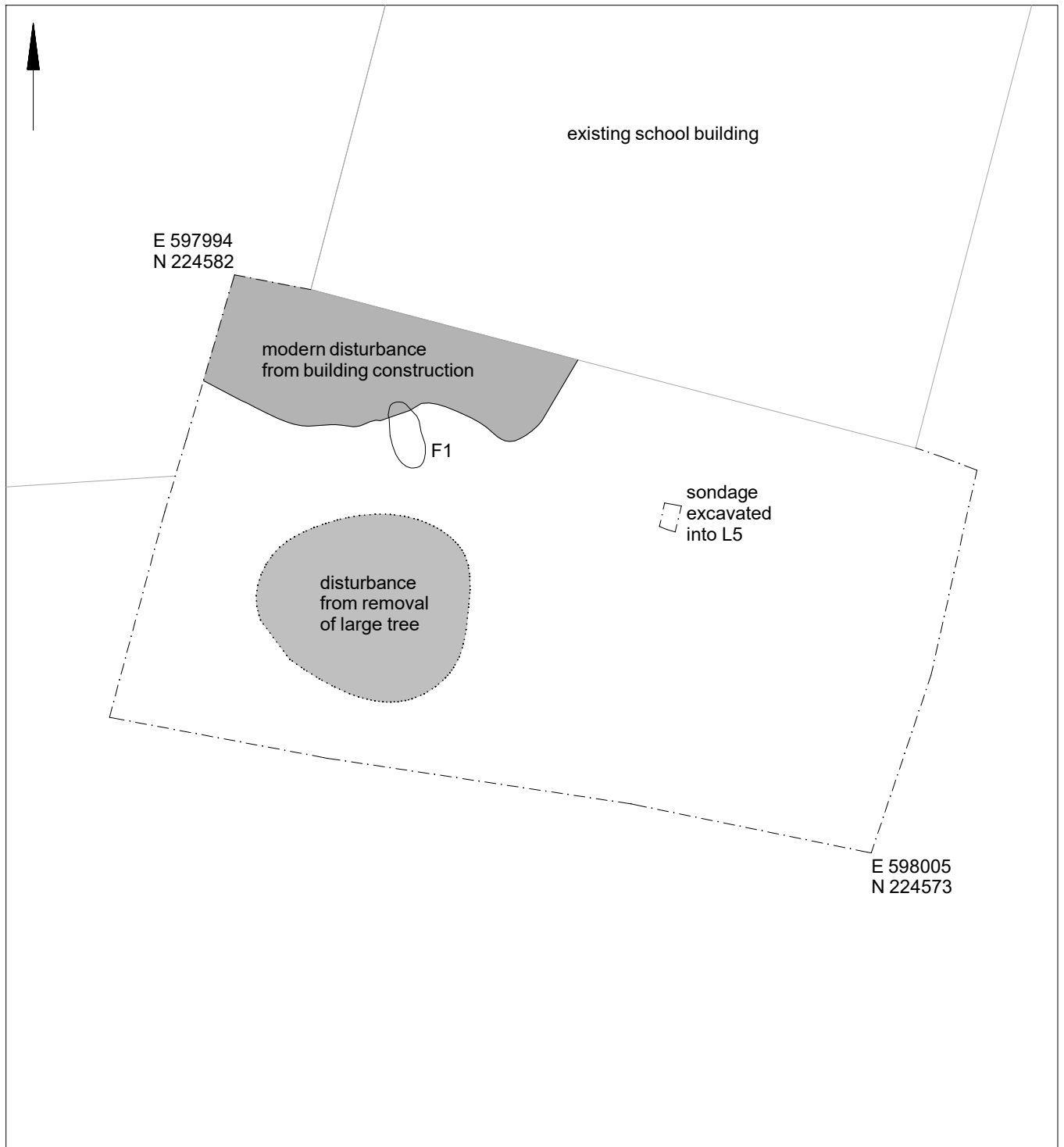


Fig 2 Excavation results with NGR coordinates.



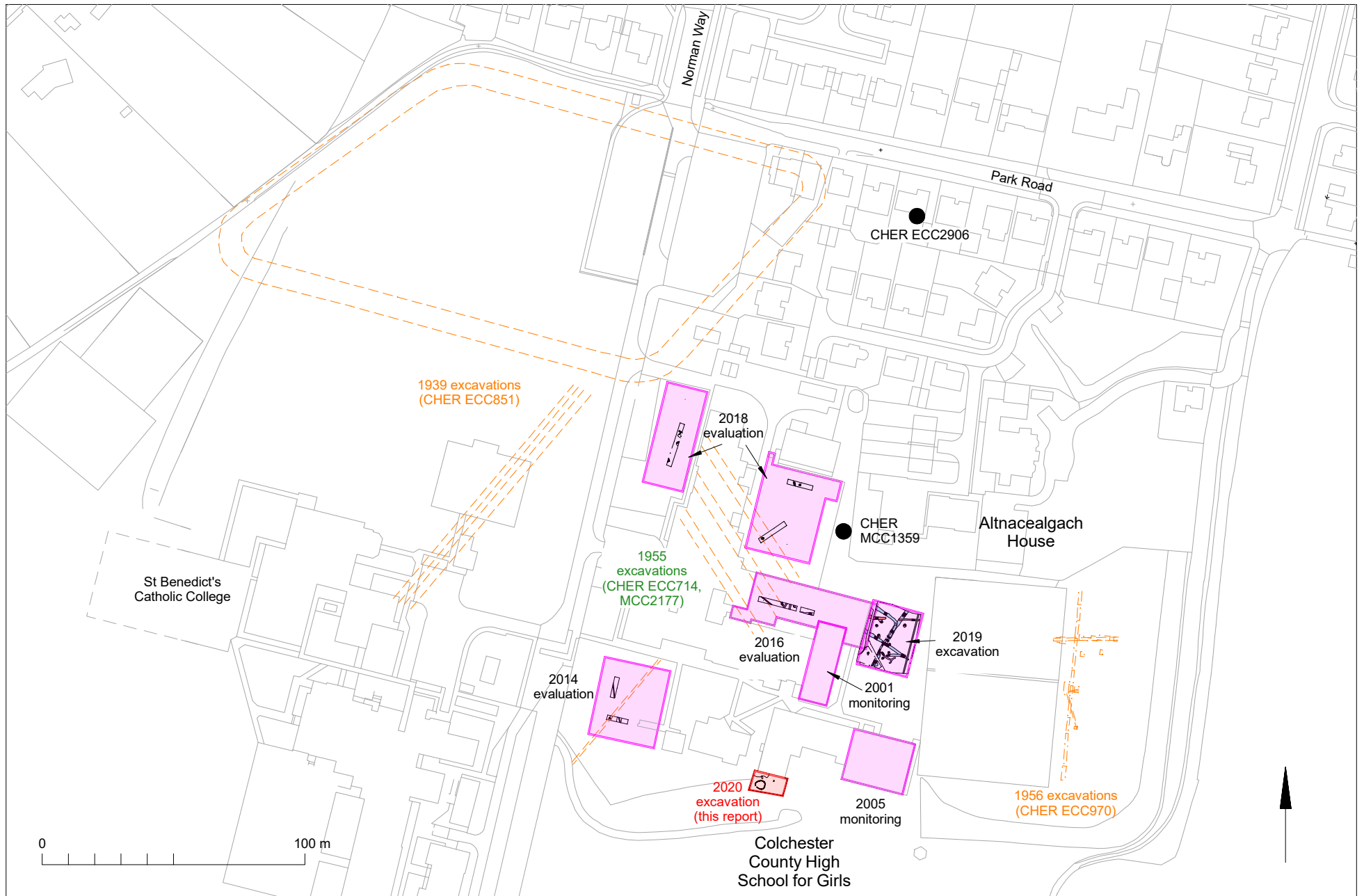


Fig 3 Site location (in red) in relation to previous archaeological work.

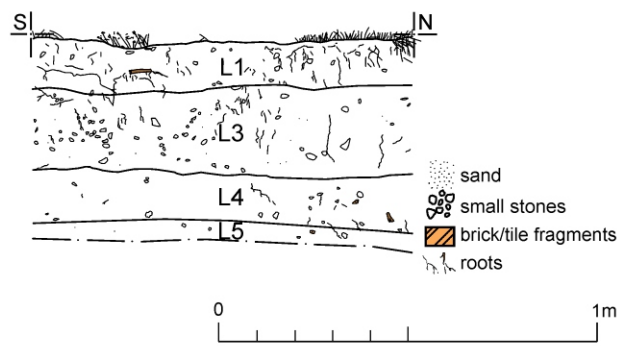


Fig 4 Representative section.

Essex Historic Environment Record/ Essex Archaeology and History

Summary sheet

Address: Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US	
Parish: Colchester	District: Colchester
NGR: TL 9799 2457 (centre)	Site code: CAT project ref.: 20/03f CHER ref: ECC4449 OASIS ref: colchest3-389480
Type of work: Excavation	Site director/group: Colchester Archaeological Trust
Date of work: 29th-30th April 2020	Size of area investigated: 0.08 ha
Location of curating museum: Colchester museum	Funding source: Developer
Further seasons anticipated? No	Related CHER/SMR number: CHER MCC1356, MCC2064, MCC2065, MCC2173, MCC2177, MCC3091, MCC7523, MCC7525, MCC7526, MCC7527, MCC7528, MCC7529, MCC7647, MCC7676, MCC8175; ECC714, ECC851, ECC970
Final report: CAT Report 1549	
Periods represented: Modern	
Summary of fieldwork results: An archaeological excavation was carried out at Colchester County High School for Girls, Norman Way, Colchester, Essex prior to the extension of an existing classroom building. Previous excavations have revealed scattered undatable features and a 1st- and a 2nd-century ditch in the immediate proximity of the main school building. A more concentrated area of 3rd- and 4th-century features has also recently been uncovered slightly to the east of the school, near to the site of a palisade trench of probable Roman date and a Roman wattle-and-daub structure which were excavated during the 1950s. Only a modern pit or digger bucket cut was uncovered, providing further indication that the main focus of activity lies to the north and east of the school.	
Previous summaries/reports: -	
CBC monitor: Dr Jess Tipper	
Keywords: -	Significance: -
Author of summary: Dr Elliott Hicks	Date of summary: June 2020

Written Scheme of Investigation (WSI) for an archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US

NGR: TL 9799 2457 (centre)

Planning reference: 192846

Commissioned by: Lyndon Hopkins
On behalf of: Colchester County High School for Girls

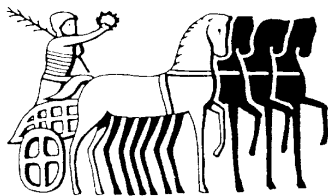
Curating museum: Colchester
CHER project code: ECC4449

CAT project code: 2020/03f
Oasis project ID: colchest3-389480

Site manager: Chris Lister

CBC monitor: Jess Tipper

This WSI written: 19.3.2020



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Site location and description

The proposed development site lies approximately 1.7km east of Colchester town centre (Fig 1). It lies within the grounds of the Colchester County High School for Girls and is currently in use as a grassed area with trees along the northern edge. The site is centred on National Grid Reference (NGR) TL 9799 2457.

Proposed work

The development comprises the extension of an existing classroom building.

Archaeological background (Fig 2)

The following archaeological background draws on the Colchester Archaeological Trust report archive, the Colchester Historic Environment Record (ECC and MCC numbers) accessed via the Colchester Heritage Explorer (www.colchesterheritage.co.uk):

The development site is located within the grounds of Colchester County High School for Girls, a purpose-built complex of buildings opened in 1957 on land that was formerly part of the estate of Altnacealgach House (locally listed), a Victorian mansion designed by acclaimed local architect Horace Darken, built in 1888 to be the home of Arthur Thomas Osborne, heir to a successful brewing business. The school lies to the south-west of the house.

The Altnacealgach estate was located within the Late Iron Age *oppidum* of Camulodunum, to the west of the Roman walled town within an area of Roman cemeteries termed 'the western cemetery' by Hull (1958), more generally considered the Lexden cemetery and the area of Colchester Royal Grammar School (MCC7525-9 and MCC7647). This is an area of Iron Age and Roman burial grounds to either side of Lexden Road (the main Roman road leading from the walled town to London). Many Roman burials and cremations have been found and reported on in this area (see Hull and *CAR 11*). In particular a Roman amphora burial was found to the west of Altnacealgach House (MCC7676) and a trial-trench evaluation on a site south of Park Road in 2006 defined Roman occupation remains, including two cremation burials (MCC3091, ECC FAU report 1711). The school lies some 425m east of Lexden Tumulus (MCC1356 & MCC7523) an Iron Age barrow excavated in 1924 which produced a rich Belgic burial with the remains of funerary bronze, gold and silver objects and a coin with the head of Augustus mounted as a medallion. The burial mound has variably thought to be that of Addedomarus (*CAR 11*, 85-94, Foster 1986) or Tasciovanus (Philip Crummy, pers comm).

Excavations in 1939 revealed an early Roman curving ditch, possibly the corner of a fort, to the north of the school (ECC851 and MCC2173). The same excavations revealed two parallel ditches, thought by Hull to represent an annexe lying to the south of this fort (Hull 1958, 273). It was later shown that these form a continuation of Heath Farm Dyke North (*CAR 11*, 32). CAT monitored an area on the corner of Norman Way and Park Road for a car park in February 1996 (CAT Report 1000, 96/2b). A ditch was recorded running east-west parallel to the footpath but was thought to be medieval or later and not associated to Hull's ditch.

In 1955, prior to the construction Colchester County High School for Girls, a 'triple-ditched dyke' was excavated by R.J. Martin beneath what was to become the main school building. The ditches were 4m wide, although their depths are unknown (ECC714, MCC2177, *CAR 11*, 127). In addition to this, on the south edge of the school, post holes and a ditch indicated the possible presence of a building with wooden posts surrounded by a diagonal ditch dated to the 2nd-century and a large 4.3m deep pit, also dated to the 2nd-century. In 1956 excavations undertaken by John Wachter to the east of the High School revealed palisade trenches, an irregular wattle-and-daub structure, gullies and pits (ECC970, MCC8175 and MCC2064-5, *CAR 11*, 124-126).

CAT have carried out a number of watching briefs and evaluations in this area (Fig 2). Monitoring in 2001 and 2005 revealed no trace of the ditches of the triple dyke seen in 1955 (CAT Reports 155 & 348) but undatable pits or ditches were present. An evaluation in 2014

found a Roman ditch dating to the late 1st century AD (CAT Report 762). The ditch was aligned parallel to the ditches seen in the 1939 excavations (i.e. Heath Farm Dyke North). What is unclear is whether the 2014 ditch is merely an agricultural field ditch, or whether it is part of a wider defensive scheme including the Heath Farm Dyke and the 'triple-ditched dyke' on the school site. Evaluation in 2016 identified a Roman ditch aligned north-east to south-west (CAT Report 975). This was recorded along with five modern and two natural features. Another evaluation in January 2018 (CAT Report 1211) revealed three undated pits, two post-Roman pits and two natural features. Finally, in 2019 an evaluation (CAT Report 1449) followed by excavation (CAT Report 1507 (forthcoming)) northeast of the current proposed development revealed eight Roman pits and six ditches along with medieval/post-medieval and undated features.

Planning background

A planning application was made to Colchester Borough Council in November 2019 (application No. 192846) for the extension of the existing classroom building.

As the site lies within an area highlighted by the CHER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Colchester Borough Council Archaeological Advisor (CBCAA). The recommended archaeological condition is based on the guidance given in the *National Planning Policy Framework* (MHCLG 2019).

Requirement for work (Fig 1-2)

The required archaeological work is for an archaeological excavation. Details are given in a Project Brief written by CBCAA (CBC 2020).

Specifically, the archaeological work will comprise the full excavation of the footprint of the new extension covering an area 10.54m by 6.36m.

If unexpected remains are encountered the CBCAA will be informed immediately and the CBCAA will decide if additional archaeological work is required to ensure adequate provision for archaeological recording.

In the exceptional circumstances that important, well-preserved remains are discovered, which cannot otherwise be avoided by the development (and satisfactorily preserved *in situ*), there will be a contingency for block-lifting these archaeological remains and for subsequent conservation and presentation. A decision about the need for conservation and lifting of important archaeological remains will be made in consultation with specialist stakeholders (e.g, Historic England, Colchester Museum and conservation staff at Norfolk Museums Service).

The CBCAA has stated that any other works (such as services outside of the footprint of the new extension) will also require archaeological investigation, and will require a variation to the brief and this wsi.

General methodology

All work carried out by CAT will be in accordance with:

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (ClfA 2014a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2019)

Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

Notification of the supervisor/project manager's name and the start date for the project will be provided to CBCAA one week before start of work.

Unless it is the responsibility of other site contractors, CAT will study mains service locations and avoid damage to these.

At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed on Details, Location and Creators forms. At the end of the project all parts of the OASIS online form will be completed for submission to Colchester Historic Environment Record (CHER). This will include an uploaded .PDF version of the entire report.

A unique HER event number will be obtained from the CBCAA prior to the commencement of fieldwork. The curating museum will be notified of the details of the project and the event code, which will be used to identify the project archive when depositing at the end of the project.

Staffing

The number of field staff for this project is estimated as follows: one supervisor plus two archaeologists for two days.

In charge of day-to-day site work: Mark Baister/Ben Holloway

Excavation methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

If archaeological features or deposits are uncovered time will be allowed for these to be excavated, planned and recorded.

All features or deposits will be excavated by hand by archaeologists. There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a total of 10% of the overall length. Discrete features, such as pits, will have 50% of their fills excavated, although certain features may be fully excavated. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the CBCAA, will it be removed.

Fast hand-excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.

Trained CAT staff will use a metal detector to scan all areas of investigation and spoil heaps. CAT senior site staff Mark Baister and Ben Holloway have both been trained in the use of metal-detectors and used them for more than five years. CAT also works in partnership with Geoff Lunn as a metal-detecting advisor. Geoff has over four years experience detecting and has worked with CAT to recover finds from recent excavations including the Mercury Theatre site in Colchester, and who has also worked with the Colchester Archaeological Group, Suffolk Archaeology, Access Cambridge Archaeology, The Citizen Project (MOLA) and others.

Individual records of excavated contexts, layers, features or deposits will be entered on proforma record sheets. Registers will be compiled of finds, small finds and soil samples.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. A representative section will be drawn to include ground level and the depth of machining. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. A photographic scale (including north arrow) shall be included in the case of detailed photographs. Standard "record" shots of contexts will be taken on a digital camera. A photographic register will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

Site surveying

Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

The site grid will be tied into the National Grid. Corners of investigated areas will be located by NGR coordinates.

Environmental sampling policy

The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris), and to provide information for sampling strategies on any future excavation. Environmental bulk samples will be 40 litres in size or 100% of smaller features. Column or core samples will be collected from suitable deposits for potential micromorphical and other pedological sedimentological analysis.

Sampling strategies will address questions of:

- the range of preservation types (charred, mineral-replaced, waterlogged), and their quality
- concentrations of macro-remains
- and differences in remains from undated and dated features
- variation between different feature types and areas of site

CAT has an arrangement with Val Fryer / Lisa Gray whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Trained CAT staff will do any processing and the flots passed to Val Fryer / Lisa Gray for analysis and reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF/LG will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF/LG and/or the Historic England Regional Advisor in Archaeological Science (East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking of column samples.

Human remains

CAT follows the policy of leaving human remains *in situ* unless there is a clear indication that the remains are in danger of being compromised as a result of their exposure or unless advised to do so by the project osteologist or CBCAA.

CBCAA will be notified immediately if any human remains are encountered during the investigation.

If circumstances indicated it were prudent or necessary to remove remains from the site during the investigation, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them and seek advice from the project osteologist. Human remains removed from site for analysis this may involve radiocarbon dating (see finds section).

Following HE guidance (HE 2018) if the human remains are not to be lifted, the project osteologist should be available to record the human remain *in situ* (i.e. a site visit). Conditions laid down by the DoJ license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and the CBCAA will be informed, and any advice and/or instruction from the coroner will be followed.

Photographic record

Will include both general and feature-specific photographs, the latter with scale and north arrow. A photo register giving context number, details, and direction of shot will be prepared on site, and included in site archive. Digital site photographs will be taken and archived as per Historic England guidelines (HE 2015a)

Finds

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number. CAT may use local volunteers to assist the CAT Finds Officer with this task.

Most of our finds reports are written internally by CAT Staff under the supervision and direction of Philip Crummy (Director) and Howard Brooks (Deputy Director). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton

animal bones: Alec Wade (or Adam Wightman, small groups only)

small finds, metalwork, coins, etc: Laura Pooley

non-ceramic bulk finds: Laura Pooley

flints: Adam Wightman

environmental processing: Robin Mathieson/Bronagh Quinn

project osteologist (human remains): Meghan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)

environmental assessment and analysis: Val Fryer / Lisa Gray

radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow

conservation/x-ray: Laura Ratcliffe (LR Conservation) / Norfolk Museums Service, Conservation and Design Services

Other specialists whose opinion can be sought on large or complex groups include:

flint: Hazel Martingell

prehistoric pottery: Stephen Benfield / Nigel Brown / Paul Sealey

Roman pottery: Stephen Benfield / Paul Sealey / Jo Mills / Val Rigby / Gwladys Monteil

Roman brick/tile: Ernest Black / Ian Betts (MOLA)

Roman glass: Hilary Cool

small finds: Nina Crummy

other: EH Regional Adviser in Archaeological Science (East of England).

All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Requirements for conservation and storage of finds will be agreed with the appropriate museum prior to the start of work, and confirmed to CBCAA.

A contingency will be made in the budget for scientific assessment/analysis. This could include soil micromorphological assessment and absolute dating such as archaeomagnetic and/or radiocarbon dating. The Historic England Regional Science Advisor will be consulted for advice on this.

Results

Notification will be given to CBCAA when the fieldwork has been completed.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (HE 2015b).

The report will be submitted within 6 months of the end of fieldwork, with a copy supplied to CBCAA as a PDF.

The report will contain:

- Location plan of groundworks. At least two corners of which will be given 10 figure grid references.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (Medlycott 2011).
- All specialist reports or assessments.
- A concise non-technical summary of the project results.
- An inventory of the archive and any statement of retention and discard strategy based on specialist advice. CAT has a non-site specific finds retention strategy approved by Colchester Museum (CAT 2016).

An EHER summary sheet will also be completed within four weeks and supplied to CBCAA.

Results will be published, to at least a summary level (i.e. round-up in *Essex Archaeology & History*) in the year following the archaeological field work. An allowance will be made in the project costs for the report to be published in an adequately peer reviewed journal or monograph series

Archive deposition

It is a policy of Colchester Borough Council that the integrity of the site archive be maintained (i.e. all finds and records should be properly curated by a single organisation), with the archive available for public consultation. To achieve this desired aim it is assumed that the full archive will be deposited in Colchester Museums *unless otherwise agreed in advance*. (A full copy of the archive shall in any case be deposited).

By accepting this WSI, the client agrees to deposit the archive, including all artefacts, at Colchester & Ipswich Museum.

The requirements for archive storage will be agreed with the curating museum.

If the finds are to remain with the landowner, a full copy of the archive will be housed with the curating museum and provision must be made for additional recording (e.g. photography, illustration and analysis) as appropriate.

The archive will be deposited with Colchester & Ipswich Museum or an alternate repository (approved by COLEM and CBCAA) within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to CBCAA. Digital archives will be curated with the Archaeology Data Service, or similar accredited digital archive repository, that safeguard the long-term curation of digital records. Prior to deposition CAT's data

management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013]) will ensure the integrity of the digital archive.

The CBCAA will be notified of the archiving timetable throughout the project and once deposition has occurred.

A digital / vector drawing of the site be given to the CBCAA for integration into the HER.

Monitoring

CBCAA will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.

Notification of the start of work will be given to CBCAA one week in advance of its commencement.

Any variations in this WSI will be agreed with CBCAA prior to them being carried out.

CBCAA will be notified when the fieldwork is complete.

The involvement of CBCAA shall be acknowledged in any report or publication generated by this project.

Communication and outreach strategy

The CAT website (www.thecolchesterarchaeologist.co.uk) is updated regularly with information on current sites.

Copies of our reports (grey literature) can be viewed on the website and downloaded for free.

CAT archaeologists regularly give talks to local community groups and can be booked for lectures by contacting the office on 01206 501785.

References

Note: CAT reports, except for DBAs, are available online in PDF format at

<http://cat.essex.ac.uk>

Brown, D	2011 (2 nd Ed.)	<i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i>
CAR 11	1995	<i>Colchester Archaeological Report 11: Camulodunum II</i> , by CFC Hawkes and P Crummy
CAT	2016	<i>Colchester Archaeological Trust Finds Retention Policy</i> . By S Benfield
CAT	2018	<i>Health & Safety Policy</i>
CAT Report 155	2001	<i>An archaeological watching brief at the County High School for Girls, Norman Way, Colchester, Essex: September 2001</i>
CAT Report 348	2005	<i>An archaeological watching brief at the Colchester County High School for Girls, Norman Way, Colchester, Essex: May-November 2005</i>
CAT Report 762	2014	<i>Archaeological trial-trenching evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex: March 2014</i>
CAT Report 975	2016	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: June 2016</i>
CAT Report 1000	forthcoming	<i>miscellany of unpublished Colchester and Essex sites: 1984-2000 (sites not published in any Colchester Archaeological Report, or in the CAT Report Series from 1997).</i>
CAT Report 1211	2018	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex – January 2018</i>
CAT Report 1449	2019	<i>Archaeological evaluation at Colchester County High School for Girls, Norman Way, Colchester, Essex – July 2019.</i>
CAT Report 1507	forthcoming	<i>Archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: December 2019</i>

CBCAA	2019	<i>Brief for an Archaeological Excavation at Colchester County High School for Girls, Norman Way, Colchester, CO3 3US.</i> By J Tipper
CIfA	2014a	<i>Standard and Guidance for archaeological evaluation</i>
CIfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
ECC FAU report 1711	2007	<i>Archaeological trial trenching at Essex County Council Offices, Park Road, Colchester, Essex.</i> By T Ennis
Foster, J	1986	<i>The Lexden Tumulus: a reappraisal of an Iron Age burial from Colchester, Essex,</i> BAR British Series 156
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England (HE)	2015a	<i>Digital Image capture and File Storage: Guidelines for best practice.</i> By S Cole & P Backhouse
Historic England (HE)	2015b	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Historic England (HE)	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project.</i> By S Mays, M Brickley and J Sidell
Hull, MR	1957	<i>Roman Colchester,</i> RRCSAL, 20
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England.</i> East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2019	<i>National Planning Policy Framework.</i> Ministry of Housing, Communities and Local Government.

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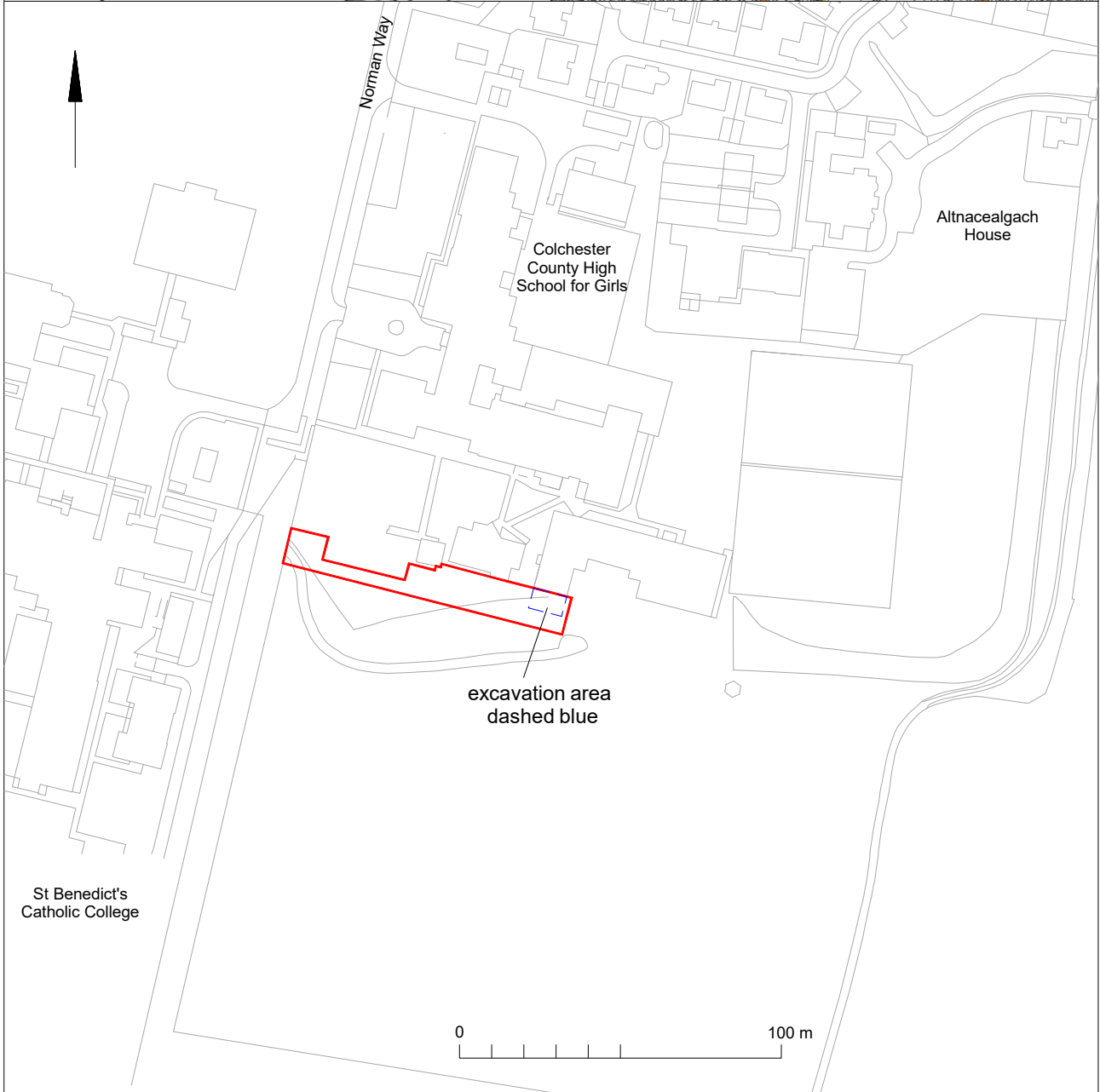
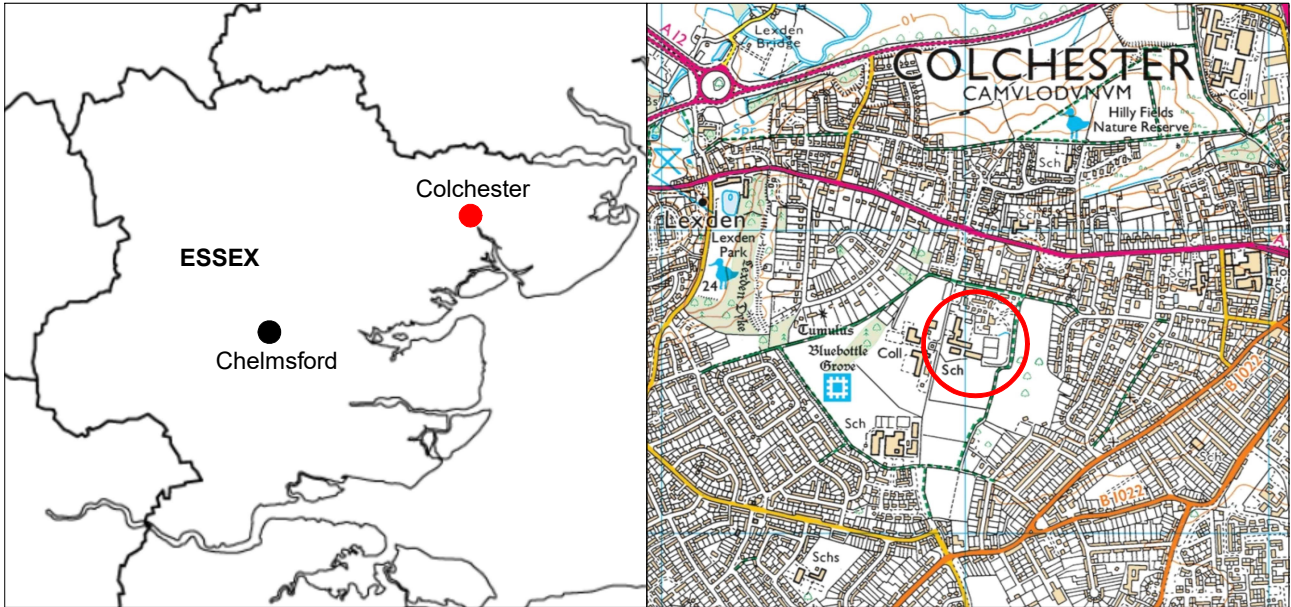


Fig 1 Site location.

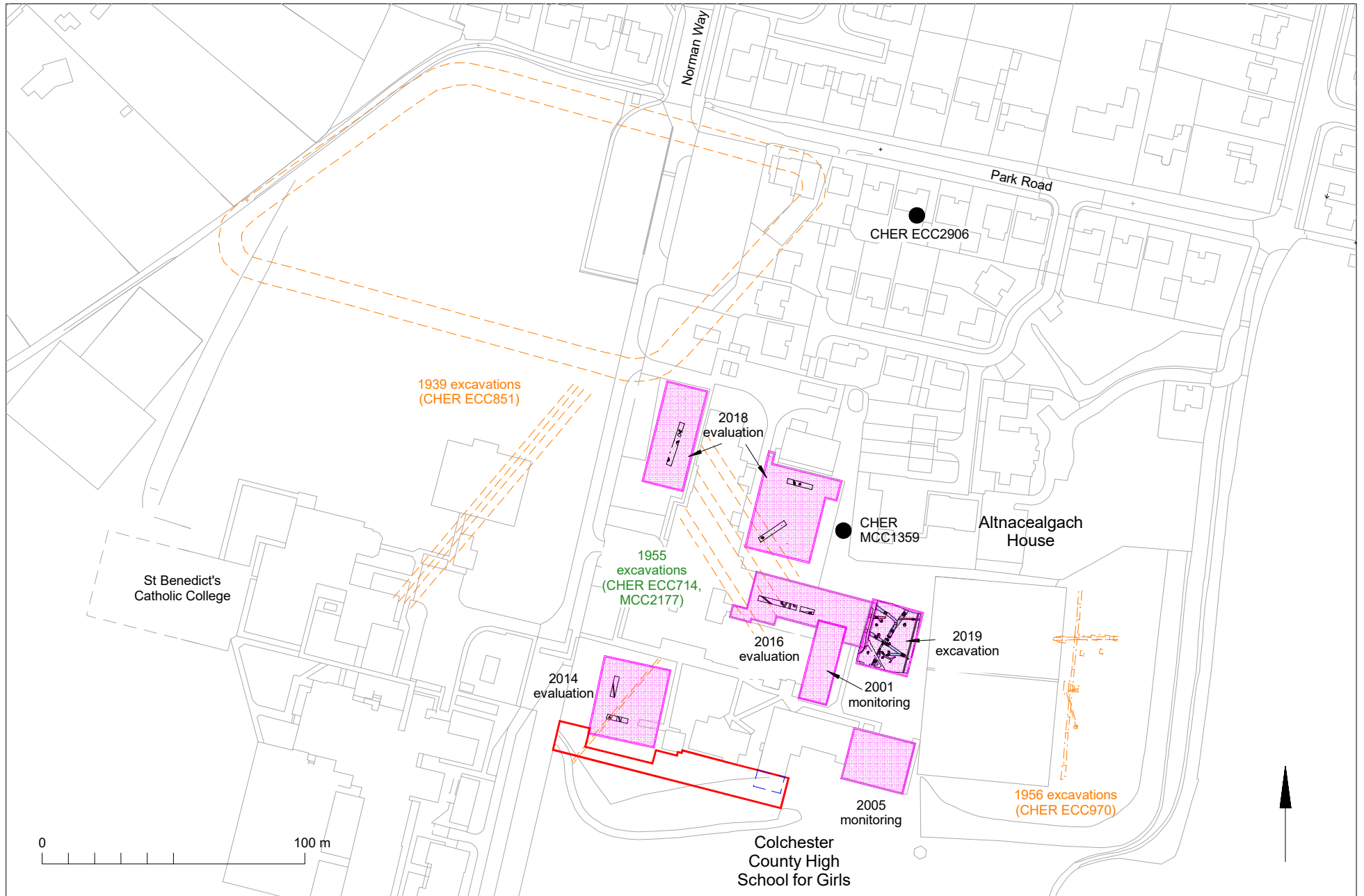


Fig 2 Site location (dashed blue lines) in relation to previous archaeological work.

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OASIS ID: colchest3-389480

Project details

Project name	Archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US
Short description of the project	An archaeological excavation was carried out at Colchester County High School for Girls, Norman Way, Colchester, Essex prior to the extension of an existing classroom building. Previous excavations have revealed scattered undatable features and a 1st- and a 2nd-century ditch in the immediate proximity of the main school building. A more concentrated area of 3rd- and 4th-century features has also recently been uncovered slightly to the east of the school, near to the site of a palisade trench of probable Roman date and a Roman wattle-and-daub structure which were excavated during the 1950s. Only a modern pit or digger bucket cut was uncovered, providing further indication that the main focus of activity lies to the north and east of the school.
Project dates	Start: 29-04-2020 End: 30-04-2020
Previous/future work	Yes / Not known
Any associated project reference codes	2020/03f - Contracting Unit No.
Any associated project reference codes	192846 - Planning Application No.
Any associated project reference codes	ECC4449 - HER event no.
Type of project	Recording project
Current Land use	Community Service 1 - Community Buildings
Monument type	PIT Modern
Monument type	DIGGER BUCKET CUT Modern
Significant Finds	CBM Roman
Significant Finds	IRON OBJECT Uncertain
Investigation type	"Full excavation"
Prompt	Planning condition

Project location

Country	England
Site location	ESSEX COLCHESTER COLCHESTER Colchester County High School
Postcode	CO3 3US
Study area	0.08 Hectares
Site coordinates	TL 9799 2457 51.88395631785 0.877165174945 51 53 02 N 000 52 37 E Point

Project creators

Name of Organisation	Colchester Archaeological Trust
Project brief originator	CBC Archaeological Officer
Project design originator	Laura Pooley
Project director/manager	Chris Lister
Project supervisor	Chris Lister
Type of sponsor/funding body	Owner

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Colchester Museum
Digital Archive ID	ECC4449

Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Colchester Museum
Paper Archive ID	ECC4449
Paper Media available	"Photograph","Report","Section"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Archaeological excavation at Colchester County High School for Girls, Norman Way, Colchester, Essex, CO3 3US: April 2020
Author(s)/Editor(s)	Hicks, E.
Other bibliographic details	CAT Report 1549
Date	2020
Issuer or publisher	Colchester Archaeological Trust
Place of issue or publication	Colchester
Description	A4 loose-leaf ring-bound
URL	http://cat.essex.ac.uk
Entered by	Dr Elliott Hicks (eh2@catuk.org)
Entered on	22 June 2020

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