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| <p style="text-align: center;">Parent Voice Minutes Meeting held on Thursday 17th May 2018</p> |
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Present:

Angela Rock
Angie Philips
Corinne Haywood
Darren Lord
Filiz Zaman
Geraldine Morley
Janet Allen
Jill Bowyer
Julie Pearce
Karen Bristow
Kulvarn Atwal
Kully Patel
Linda Cook
Marcella Lord
Michelle Garvey
Nancy Baker
Ros Howe
Valentina Nicolaou

Present from the School:

Mr Leonard

Apologies

Cynthia Wood
Hayley Gelkoff
Jacqueline Bonfield
Johannah McCarthy
Jazz Winter
Karen Schaverien
Sarah Allen
Steven Boyle

Minutes/Actions from last meeting

- Mr Leonard identified that there was approximately £3000 from previous fund raising activities within a PTA bank account which will be used to start the fund raising for the snack shack cover.
- **ACTION:** Mr Leonard to advertise a fund raising thermometer in the newsletter
- **ACTION:** Mr Leonard to ask in the newsletter if any parents are able to match fund the schools attempts to raise funds.
- Mr Leonard explained that the school has agreed with developers to limit the amount of traffic entering the school during break and lunch time. He explained the systems in place to safeguard the pupils during these times and that there had been no concerns to date regarding the safety of the pupils around the development areas.

- Mr Leonard showed the group the new link which enables parents to easily thank staff. There will be a link on the website and any completed forms go to Mr Leonard before being passed to the member of staff. **ACTION:** This will be advertised in the newsletter after half term.
- Mr Leonard thanked the parents who were able to attend the meeting regarding the Yr. 7 graduation event being held in July.

Agenda items

1) Year 7 Parents Evening

Parents identified that the trial for a no appointment system was successful and those with older children were positive about the change. Some issues were raised and discussed regarding rooms and queues. It was noted that there were certain periods that were particularly busy and that there were occasions where their child's teachers had changed from that listed on the report, and the parents had queued for the old teacher.

ACTION: Yr.7-10 Parents Evenings to be no appointment next year. Absent staff to be highlighted outside of the hall on a board. The school would try to have limited staff in the gym.

2) Feedback on Mr Sinfield's emails

Parents agreed that the emails sent by Mr Sinfield to Yr. 11 parents were very useful.

3) Update on Year 7 Graduation

Mr Leonard updated parents on the planning for Yr.7 Graduation. Letters will be sent to parents inviting them before half term. Some pupils have not been invited as a result of their behaviour or attendance. All pupils at risk of non-attendance have been warned with achievable targets set.

4) Expansion Update

Mr Leonard updated the group on the expansion and the dates that rooms will be available. All internal work will be completed by September with the new sports hall and English block finishing in March. There will be some disruption with regards to rooms during the last 3 weeks of term to ensure rooms are finished by the start of term in September.

Mr Leonard apologised for the extra INSET day to the start of term but explained it was because we needed to ensure the school was ready for pupils. This is not an additional day and would have been used elsewhere had it not been moved to the start of term.

5) Mobile Phone Policy

The schools policy for mobile phones was discussed. Mr Leonard explained that teachers should not be allowing pupils (yr7-11) to use earphones in lessons and he had reminded staff of this. He also discussed the benefits of using technology in lessons and that pupils were able to utilise the schools Wi-Fi to do so.

ACTION: Mr Leonard to review the information provided by Mrs Nicolou regarding safe use of mobile technology and its psychological impact on young people.

6) School Website

Mr Leonard thanked the parents who were able to support the school with the website changes. Feedback was positive about the new website accessibility.

7) Staffing

Mr Leonard discussed staffing issues with the parents and acknowledged the issues faced following a member of staff leaving at Easter. Parents offered thanks to the Science department, many of whom have gone the extra mile for pupils this year.

ACTION: Mr Leonard to ensure the science department do not test pupils on work they have not done (Yr7-10).

8) Course Outlines

Mr Leonard showed parents that the Course Outlines for all years were on the website via the curriculum tab.