



## **Minutes of Parent Forum meeting held on Wednesday 13<sup>th</sup> July 2022**

In Attendance: DC (Headteacher), VB (Assistant Headteacher), VW (Joint Chair), MH, SE, DL, SS, MN, NS, RS, SM, JS

### **1. Apologies:** DK, CJ

### **2. Terms of Reference**

These had been read by all new attendees

### **3. Minutes of last meeting**

These were read by attendees and agreed with no amendments to be made.

### **4. Actions from last meeting:**

- Homework strategy will be shared in parental communications
- Not all homework will be marked – a range of homework tasks will be set
- Pilot Homework Strategy will be in place for September – some flexibility will still be required to ensure that homework tasks are meaningful and enhance students' learning
- Parental survey about homework was completed
- All homework will be set on Satchel One
- All staff on duty now wear hi-vis tabards

### **5. Communication – points discussed**

- One to one communication between parents and staff is very positive and mostly occurs in a timely manner
- Surveys completed at latest parents evening had been overwhelmingly positive
- Parents are reassured that staff know students well and this makes communication effective – examples were given relating to positive interactions with form tutors in particular
- Weekly communications are very useful – example of Year 7 residential updates was given
- Some suggested that rather than only seeing information relating to a particular year group, it might be nice/helpful to see wider picture of what is going on in other years, including key dates for all
- Communication from staff at parents evening is very positive and useful
- Personal support for students with SEND was a real positive
- MCAS app is useful, but more parents need to use this
- There was a comment that information about Year 7 transition organisation not being clear or timely enough
- It was generally felt that early closure notices etc. could be given out earlier to allow parents time to make arrangements where needed

- Many agreed that the weekly communications could be used to share student successes, such as attendance
- It was noted that there is sometimes discrepancy in the information shared with parents and that which reception staff have which can be confusing
- It would be useful for parents to be reminded of the ways they can communicate with school and who would be the most appropriate route of communication for what
- Parents would like to know the reporting calendar for the whole year so that they know when they will get progress data
- Can Satchel passwords be reissued for September?
- Launch homework strategy for September – let parents know what the plan is
- It would be helpful to know INSET days at the start of the year, along with dates for the end of the year
- Can Bromcom calendar work so that via MCAS parents can see full calendar for school year?
- Can there be a parent version of the blue click button?
- Suggested that engagement rate with surveys might be improved by incentivising e.g., competition

## **6. Date of next meeting:**

Wednesday 19<sup>th</sup> October 2022