

<p style="text-align: center;"><b>Parent Voice Minutes</b> <b>Meeting held on Tuesday 21<sup>st</sup> May 2019</b></p>
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**Present:**

Amanda Moffatt, Caroline Blondell, Christina Mathioudakis, Cynthia Wood, Donna Baker, Geraldine Morley, Janet Allen, Karen Bristow, Linda Cook, Marcella Lord, Michelle Garvey, Nancy Baker, Nita Naran, Sera Hussein, Vanessa Poynter, Hayley Sabini and Samina Qureshi.

**Present from the School:**

Mr Leonard

**Apologies**

Jill Bowyer, Julie Pearce, Louisa Hooper, Mikala Rutherford, Steven Boyle and Sudeshna Khan.

**1. Minutes and Matters arising:**

A question was raised about the ski trip only being available to Year 7-9 students. This is because the ski trip will be running at Easter which is very close to the GCSE examinations and therefore current Year 10 are not able to attend.

A query was also raised about going by coach to Europe. It was explained that previous ski trips have been very expensive and not everyone was able to access them. By taking a coach to Europe, it significantly reduces the price to allow more students to attend. Our aim is to run alternate trips to Europe and then America every other year.

**2. Feedback on Year Group Meetings - Key Points Raised:**

**Year 8 Parent Meeting**

- Parents were happy with the Options Process and appreciated the Parents Evening beforehand, this was really helpful in informing their decisions.
- Languages was better now the rooms had been moved out of the portacabins
- Transition Day was useful and enjoyable, some disappointment that a student was unable to take two humanities subjects and a language, the rationale for this was discussed at the meeting.
- Pupils from different years are not mixing in form time as expected.
- Parents feel teachers are really challenging them but not getting enough homework, except in Technology
- Parents were happy that the school responded well to issues they raised.

**ACTION:** the school to email parents to say the Options Process has finished and they have their chosen subjects.

**Year 7 Parent Meeting**

- A question was asked what parents were able to do to support students who did not have full time teachers teaching them, Mr Leonard agreed to consider how to help.
- Parents wanted more trips and visits, Mr Leonard explained the difficulty in doing them during the school day causing other classes to require cover and that staff had

to volunteer to take them during holidays when they may want to be with their own families.

- Parents asked for the maths surgery information to be sent out again.
- Parents were pleased the assessment/progress checks were changing and agreed with the proposals.
- They were also happy with the stop and search proposal following the incident at the school gate.

### **3. Feedback on Parents Evenings**

The feedback was overall extremely positive about the no appointment system although some were not keen on the waiting time. It was agreed however, that appointments brought their own issues.

**ACTION:** Parents asked for the screen in the hall to show where staff are.

**ACTION:** To discuss at the next Parent's Voice meeting questions parents should ask staff at the Parent's Evenings.

It was noted that for the Sixth Form Parent Evening, a 5 minutes appointment was not enough time to talk, however, most staff gave longer anyway.

### **4. Feedback on Assessments**

Mr Leonard spent time going through the new assessments for Year 7 and 8 for next year and the feedback was very positive about the changes.

### **5. Fundraising**

It was raised that parents can help the school raise money by buying items online through the easy fund raising app.

**ACTION:** Mr Leonard to follow this up and add to the next newsletter for all parents.

### **6. Mobile Phones**

Some concerns were raised over pupils using phones for the wrong reasons when in lessons if they have been permitted to use them. We discussed the fact this may be when they have a supply teacher, and Mr Leonard agreed to follow this up.

**ACTION:** Mr Leonard to follow up with supply staff and teachers.

### **7. Volume of Printing for Homework**

Mr Leonard explained that the school allowed pupils to print for free in the library and in the ICT rooms. If pupils are organised they are able to print without costing parents anything at all.

### **8. Library Opening Times**

Mr Leonard explained that currently due to staffing issues the library was only open until 4pm but he was looking to resolve this in the future.

### **9. Late Marks**

The issue was raised that students were often marked late even though they were doing jobs or attending activities at the start of school.

**ACTION:** Mr Leonard to find a solution to this issue.

#### **10. PPE Timetable and Communication.**

It was raised that the PPE timetables were originally sent out with the wrong start times and even though a follow up email was sent it still caused issues. The school will seek to ensure this doesn't happen again in the future.

#### **11. Update on the Expansion**

The Technology rooms, Music rooms and the Canteen are finished and Science will be completed over the summer. The new buildings are currently out for tender and have a completion date currently of July 2020.

Essex County Council are looking to provide an additional hard play area ready for September 2019.

#### **12. Date of Next Meeting**

The next meeting will take place in the Autumn Term.

I would like to thank all the parents who have attended any of the meetings with me this year, for their continued support. For those of you with children in Year 11 and/or Year 13, I wish them the very best of luck and hope we are all celebrating their results in the Summer.