

**Present:**

Staff		Parent	Child(ren) in Year
Jon Lawson (JL)	Deputy Principal	Kelly Castelete	8 & 10
Sue Johnson (SJ)	Administrator	Amanda Colyer	10
		Stacey Hill	10
		Nicola Farley McFadyen	10
		Louise Neal	7 & 8
		Ana Pereira	9
		Esther Gray	11
		Kenny Muir	10
		Tina Collins	7 & 8

JL welcomed everyone to the meeting and explained that as only 2 parents were able to attend the previous meeting in December it was decided to forward the agenda from that meeting to this meeting. The main agenda item was 'Showcasing pupils' work'.

**1 Matters Arising**

- **On line payments:** First-come first-served basis trips – it was decided by Finance that for these trips parents would be able to either pay online or send cash into the Academy. An explanation should be recorded online explaining that when the trip was almost full it would be removed from online. This would mean that the last few available places would be allocated fairly. The forum was surprised that so few parents were using the online system.
- **Rewards:** The Rewards system of 'ipoints' is working well, pupils are also being awarded certificates, and postcards of praise are being sent home. The general feedback from parents is positive.
- **AAC:** The AAC is being restructured and will need 2 new parent members. The Committee meets 3 times per year with occasional other meetings. Parents are being invited to stand - if more than 2 parents apply a formal vote will need to be held. Details are in the recent newsletter (issue 9).
- **Publicising Parent Forum:** The Forum was requested to invite other interested parents to the meetings.
- **Road Safety:** The white bollards are positioned at the exit to the Academy to restrict vehicles leaving the site to only one lane. Recently, a vehicle turning left almost hit a mother and 2 of her children. Taxis and parents are still stopping illegally to drop off children. The PCSOs have visited the Academy at the end of the day to observe the situation and are happy to speak to Taxi companies who violate the rules. Parents are invited to contact the school with Hackney cab numbers of any who stop illegally. The Academy do remind pupils on a regular basis about road safety.
- **Extra Curricular Activities:** The numbers of pupils staying to extra curricular activities is increasing, over 150 attend PE, Study Hub:15, Library: Breakfast club:15, Break 1 and 2:50, and after school:15 – 30. The number of pupils who stay behind for Music varies from day to day. Any pupil who requires a lunch time pass will be allocated one by the Head of Faculty.

KC enquired about match funding at RS Components, however, it is now only open to employees.

## **2 Showcasing Pupils' Work**

JL offered a tour of the Academy for the Forum to see displays of the pupils' work. Humanities, PE and Art were visited. The following suggestions were offered for the Academy to showcase work:

- Publish more photographs on the website and in the newsletter.
- Hold exhibitions of work.
- Display work at Parents' Evenings
- Display work in the visitor reception area, textiles pupils could produce cushions.

It was explained that not all parents have given permission for photographs to be used of their children. Therefore, we are unable to use photographs if they include a pupil without parental consent.

## **3 Any other business**

- **Parents' Evening:** A point was raised about when reports should be distributed to parents. At the moment they are handed out as parents arrive to the evening. This does not allow time for parents to read the report before meeting teachers. After a discussion it was decided that 'Reports and Parents' Evenings' should be the main topic on the agenda of the next meeting. Lisa Hedges, Assistant Principal and responsible for Parents' Evenings, will be invited to the meeting.
- **Showcasing sports:** It was mentioned that not many parents are aware that they can attend after school competitions. **JL to speak to Mr Gamble, Head of Sport, for ideas of how to improve this.**

## **Date and time of the next meeting**

The date of the next meeting is Tuesday 14 March 2017 at 5.30 pm. The main topic on the agenda will be 'Reporting and Parents' Evenings'.