

Parent Forum Meeting 4.12.2023

**Staff Attendance:**

Mrs C. Robins & Miss H. Toms

**Key:**

PF: Parent Forum

WG: Welsh Government

DIRT: Directed improvement and reflection time

To begin with Miss Toms (HAT) reviewed the previous parent forum minutes and actions that have followed. No amendments suggested.

The following discussions were raised at the meeting by PF and discussed;

**What is communicated home to parents about progress?**

Every term all students and parents receive a judgement regarding their Work Ethic in each subject.

- ..... always demonstrates good work ethic in maths.
- .....usually demonstrates good work ethic in maths.
- .....sometimes demonstrates good work ethic in maths.
- .....rarely demonstrates good work ethic in maths.

The new National Curriculum for Wales was launched in September 2023. Children who are learning through the new curriculum model (Year 7 & 8) receive different communications regarding assessment and progress as stipulated by WG.

Year Group	Half Term 1	Half Term 2	Half Term 3	Half Term 4	Half Term 5	Half Term 6
Year 7		Subject Progress Statement & Wellbeing Report	Parents Evening	Subject Progress Statement & Wellbeing Report	Literacy & Numeracy Results	Subject Progress Statement & Wellbeing Report <b>FULL REPORT</b>
Year 8		<b>FULL REPORT</b>	Parents Evening		Literacy & Numeracy Results	

Currently students in year 9 – 13 receive a work ethic judgement every half term as above. They also receive a teacher target in grade format for their GCSE/A Level and a progress review against that grade;

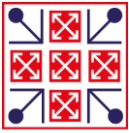
Example:

- Work Ethic: A (Always)
- Teacher Target: B
- Current progress: B

In addition the following calendar of communication is followed;

Year Group	Half Term 1	Half Term 2	Half Term 3	Half Term 4	Half Term 5	Half Term 6
Year 9	Parents Evening			<b>FULL REPORT</b>		
Year 10			Parents Evening			<b>FULL REPORT</b>
Year 11		Parents Evening	<b>FULL REPORT</b>			
Sixth Form	Parents Evening		<b>FULL REPORT</b>			

NB: Data sharing is subject to change, to reflect guidance from WG. Recently we have moved our communication from SIMS to Class Chart



## Feedback and Marking

Parents in both previous forums have raised concerns about the consistency of feedback and marking. There were questions regarding how often homework/books should be marked following the school policy.

**ACTION:** We are currently undertaking a whole school feedback and marking review based on the concerns raised in Parent Forum and areas identified for development during the Senior Leadership lesson observation and book review in Term one. The following ESTYN framework questions are being scrutinised in each department for every year group;

1. What teacher feedback is evident in books?
2. How far is the current feedback policy (one piece of work close marked each half term, necessary improvements clearly identified by the teacher) being followed?
3. Is feedback suitable for the age and ability of the pupil? Is it clear, personal and specific?
4. Does feedback focus on the elements that are important and relevant? Is it clear about next steps? Does it provide helpful guidance on how to improve, not just identify what's wrong?
4. Do pupils have sufficient opportunity to discuss and/or take action in response to feedback? Are DIRT activities evident after feedback has been given? Are they followed up/revisited i.e. is there evidence that pupils have opportunities to address potential improvements at a later stage?
5. Is feedback consistent across the dept? Do pupils receive good quality feedback in all subjects/disciplines and areas of learning? Where's the good practice we can use to model?
6. What's self and peer assessment like? How successfully do teachers provide relevant, purposeful opportunities for pupils to assess their own and their peers' learning against task-specific success criteria?
7. Are the literacy marking codes being used? Where? Is there evidence that pupils have proofread their work in line with the Llantwit Way before submission and made improvements when they've got their work back?
8. What's presentation like? Is work well presented, sheets stuck in, diagrams drawn with rulers, titles Gwaith dosbarth, date etc?
9. Is written feedback having an impact on learners' progression? How do you know?
10. Anything else of note/that could be used to inform our feedback policy moving forward?

Mrs C Pearson, assistant head teacher and lead for teaching and learning will be attending the next parent forum meeting to share progress made on all of the above.

NB: Year 7 parents noted that Year 6 were set a summer homework project which was not marked and parents were disappointed. Some parents stated this was an optional transition activity. It was agreed this should be made clearer that this is an optional engagement activity.

## Class Charts

Parents who attended forum commented positively about the app in terms of communication home to parents. It was noted that there are sometimes errors in attendance and it was agreed that parent communication to support where errors are made would be helpful for our administration team.

## Year 7 Settling In Evening

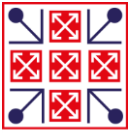
It was noted by some of our new parents that they were expecting a year 7 settling in evening as it was suggested in the initial calendar. It has been disappointing that this has not happened and this should be considered for future new families to the school.

## Parents Evening

This year Llantwit Major School have explored a blended approach to parents' evening where older year groups have returned to face to face. Some parents in PF noted that they would like all events to be face to face. Miss Toms explained that in surveys undertaken with parents during face to face parents evening the majority of parents preferred for it to be online. **ACTION:** No decision has been finalised for 2024/2025.

## Opening Evening

It was noted that those who attend Open Evenings for GCSE or A Levels found them to be positive and worthwhile.



### Newsletter

Parents really like the one stop place for news and important information. It was however noted that PF would appreciate an additional reminder in advance of parent forum meetings. **ACTION:** HAT to add notices to newsletter and send additional email to mailing list.

### AI Technology

One parent shared the improvements they were aware of in education regarding AI Learning Software.

**ACTION:** HAT emailed all Leaders of Learning. The maths department have moved from Hegarty to Sparx. The Music department have recently invested in 500 licenses Focus on Sound. It is currently being explored for GCSE with the hope to roll it out to lower school in September. This could replace the google quizzes.

### Mobile Phones

Some parents felt that mobile phones should be banned completely at school. In 2022 there was a lengthy consultation regarding mobile phones to adopt the current policy where parents, students and teachers were consulted. Since we have moved to class charts students are also able access their behaviours, timetables etc. via their mobile phones and break time and lunchtime and this is having positive impacts on learning. **No further action at present.**

### Uniform

We reviewed the improvement of uniform in general but it was noted by staff that there is still some work to do. Parents discussed skirt lengths and how it is difficult to challenge their children on skirt lengths when it is the current fashion trend. The concept of having a standardised uniform was suggested but we need to be mindful that some parents will not appreciate increased uniform costs. **No further action at present.**

### Curriculum Model for Year 9

Senior leaders are working on the curriculum model for year 9. The changes required were communicated in October by WG and therefore it is taking time to plan as it has an impact on the timetable for the entire school to address rooming, staffing, student numbers etc.

**ACTION:** When the structure has been completed it will be communicated to parents and students impacted including whether students will be set and if so how and what that will look like for core subjects.

### Admin/Communication

Parents asked whether communication could be clearer when whole year group letters are sent home as some parents have multiple children in the school and don't know which child to whom the letter refers. It was discussed that admin staff would need to manually enter each child's name for mass communication. **ACTION:** HAT to add to briefing that if LOL or Progress leaders send letters it explicitly states the year group.