

## Parents' meeting 16.10.2023

### Previous Minutes

Reviewed previous minutes and printed minutes available for all attendees.

#### 1. Homework Policies Review

- Parent questionnaire for all attendees to complete on paper.
- **ACTION Parent Questionnaire available to all parents 20/10/2023 via Major News.**
- Shared draft homework policy with parents for 2023/2024.
- Consulted with parents regarding HOD questionnaire for homework.

Discussion points:

- Some parents feel that setting and marking of homework is not consistent. How are Leaders of Learning (LoL) ensuring consistent and effective practice across the range of learners? Question 7 & 8 explores how many students are not doing homework and what LoLs attribute to being the cause. What is the policy for next steps if students do not comply? Are consequences consistent?
- **ACTION: Gather feedback from questionnaires and share with parents.**
- The timings listed for homework allocation stretched across 1hr – what about more long-term projects?
- **ACTION: Questionnaire to be adapted to account for this.**
- Discussion regarding AI technology. Currently we buy into Sparx Maths which has replaced Hegarty. We can explore at department level other options, but these may have a cost value which may decrease viability.
- **ACTION: Maths department to publish information about Sparx in Major News. Discussion with LoL. Feedback at next meeting.**
- Google Classroom (GC)- can be difficult to locate feedback and marks. All homework should have clear instructions and success criteria so that parents can support at home. Can all assignments have due dates to help students manage deadlines?
- **ACTION school to produce parent “how to guide” video and publish on website and in newsletter. School to focus on consistency of approach.**
- GC codes should be published earlier in the academic year to ensure an efficient start for parents and students next year.
- **ACTION- Pass this feedback to Progress Leaders.**
- One parent asked if we still provide a homework club.
- **ACTION: School to explore whether they have staffing provision to run a homework club and feedback at next meeting.**
- Parents raised that they wanted happy and healthy teachers who have time for their own families and therefore we could consider contactable hours for students with teachers through online platforms. Some families had success contacting teachers for support with homework through GC, others did not. The viability of managing the notifications from a class teacher perspective was discussed. Encouraging students to ask for face-to-face support before a homework deadline is preferred. It was agreed that where common questions are asked from students about assignments, the sharing of that knowledge would be beneficial for the whole class.

#### 2. Class Charts

- Feedback was very positive about class charts and the ease of supporting students and their learning at home and managing attendance.
- **ACTION- School Council to produce student help guide video.**
- It was agreed that if parents notice errors regarding attendance a quick email to the Attendance address team would be helpful and gratefully received in ensuring correct attendance records.
- Parents expressed the value of praising in class when students achieve + points and also ensuring students are aware why they got - points. This could be more consistent. Parents like the feature that explains

exactly why a student received the points but in some instances comments could be more detailed to help parents discuss both + and - behaviours at home.

**ACTION: This info will be shared with staff at INSET next week.**

- Discussion regarding certificates – what does bronze award mean? Does everyone get it?

### Canteen Update

- The HT updated parents on discussions with Big Fresh, our Catering provider. We are trialling PINS instead of fobs to see it speeds up queuing process. Further information detailed in prior newsletter.
- Parent asked if child's spending could be capped. We were not sure if this was possible.
- **ACTION: CLR to email business manager. RESULT: It is not possible to cap spending on accounts.**

### PTA

- HAT to send separate direct email to parents re involvement in Christmas Fayre and establishing PTA for 2023-2024.

### Electing a Chair & Secretary

- Offered as a mechanism to ensure that parents felt they could lead on agenda items in parent forum rather than being led by the school. Felt this might be too formal and too much pressure on individual parents.  
**Action: Two weeks prior to the meeting all parents could be invited to suggest agenda items.**

### AOB

- School have been asked whether they would host the Families First Parent Service 'talking to teens' programme, a 4 week course designed to support parents in understand teenage development, promoting relationships and managing behaviours. Parent Forum participants agreed this would be a worthwhile venture.
- **ACTION: School to work with external agency to organise dates and advertise sessions.**
- School have been asked whether they would host the South Wales Police in delivering a session to parents on how to safeguard their children online. Parent Forum participants agreed this would be a worthwhile venture.
- **ACTION: School to work with external agency to organise dates and advertise sessions.**
- Parents shared that they really like the consistency of the newsletter as a go to place for news and events though some felt there could be more transparency regarding concerns in school. An incident that took place last week was particularly referred to. It was explained that due to GDPR individual consequences could not be shared with parents. Parents requested a more proactive response to supporting student wellbeing.
- **ACTION: to present in assembly as of 17.10.23 regarding support available for students and expectations regarding managing behaviour and phone use.**
- 93% club was raised by a parent – This supports state school students accessing higher education by linking pupils with sector professionals. It was suggested that we could look to improve our community links with parents through assemblies and that sixth form already work with ALUMNI but that in terms of safeguarding networks opportunities with students would need to be controlled:
- **ACTION: School to email Head of Sixth Form & Year 11 Progress Leader to explore. Feedback at next meeting.**
- Community feedback from the year 6 parents open evening was very positive.
- Uniform is getting better but there is still work to be done. CLR established that currently we are working on getting the basics right. School skirts types and lengths was discussed but is not a current focus.
- It was felt by parents that the school phone policy could be reviewed again to 'no phones in school'. As the phone policy is fairly new and went through a lengthy consultation this may be reviewed at a future date.
- Some parents felt that 'going to wellbeing' could be intimidating for students and that a new name could make students feel more confident. CLR confirmed that all year group offices are called 'progress offices'.  
**ACTION: School agreed we could explore a rebrand with the student council if they felt that would support students. HAT to discuss at school council.**

- One parent asked for Lunch and Afterschool clubs published to parents.
- **ACTION: School to publish clubs in newsletter and encourage staff to regularly update parents with new opportunities.**
- Dysgu provision – A parent asked if it is being phase out. CLR confirmed it is not, but a more blended approach to transition for students is being explored to ensure students have a more positive transition experience from year 8 into mainstream in year 9.
- Footballs – Could there be more equipment available to students and breaks and lunches.
- **Action: School to explore viability and cost. Potentially the PTA could fundraise.**
- **Parent Forum Date will remain the same for the next meeting: Monday 4<sup>th</sup> December 6:30pm. However, HAT to explore different dates for 2024 to ensure it does not always fall on the same time and same week day and also explore some online meetings. Times and dates will be published in advance in the newsletter.**

CLR – Mrs Robins – Headteacher

HAT – Miss Toms – Strategic Engagement Lead, Llantwit School

SLT – Senior Leadership Team

HOD – Head of Department

GC – Google Classroom

LOL – Leaders of Learning

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