



Parents' Forum Meeting Minutes

Friday 2nd February 2018

4.00pm

In Attendance: Pam Hutley, Victoria Wright, Lucy Wilkins, Sunethra De Silva, Toni Thorncraft Smith, Loyin Olotu-Umoren, Chris Browne, Heike Browne, Susan Hogan, Bally Ubhi

Apologies: Michele Orpen, Kathryn Bouchlaghem

1. **Matters arising from the last meeting minutes**

Wall hanging to be collected by TTS – she will arrange to do this next week.

Junior School are creating posters to encourage parents to turn off their car engines whilst waiting for their children outside of school. Ongoing concern with traffic speeding along Villa Road – not yet in touch with the council.

Food waste – have investigated this and we do not have a lot of food waste at all to donate. Too big a job for too small a donation.

Curriculum visits – new risk assessment forms are in place for longer trips and residentials. Briefly discussed travel time versus time at venues. Will look at possibility of merging trips together to create a weekend visit to a city, combining travel time, reducing costs and allowing time to visit a number of venues.

2. **Skirts**

A grey skirt sample was shown to the group – general consensus was it looks nice and the style will work for Senior pupils. Quite flattering - this would be a much better alternative which could be phased in. Green swatches shown and preferences sought from the group – PH will check availability of lengths and request a sample in correct colour/fabric.

3. **Holiday Club Proposal**

PH advised that she had met with LOU and discussed this possibility since the last discussion at Parents' Forum meeting in November. Currently looking at level of staff interest to run a feasible club. PH will also send a letter out to junior parents to gauge interest.

4. **Lunches whilst out of school**

It was raised why children aren't provided with a packed lunch when they have paid for a termly lunch pass. The issue is with regard to storing packed lunches and health and safety. School cannot guarantee quality of food by the time it is consumed. Termly lunch passes are offered to pupils for the convenience of parents. We cannot administer the odd refund for those who have a lunch pass when out on trips. We could provide a packed lunch on these occasions but parents would need to provide a suitable cool bag.

5. **Biology**

A number of parents and pupils are concerned regarding the Biology Teacher's current sick leave. A supply teacher is covering a majority of senior lessons with others being covered by our Cover Supervisor. The specialist supply teacher currently covers at least one lesson with every group and now all Year 11 are covered. PH is aware of the issues and made clear that the school is working within current employment law. Mrs Atherton is in touch with the supply teacher regarding practicals and continuing with the remainder of topics.

PH will use the supply teacher as much as possible and will look to see if it is possible to move any classes around to make better use of her time and support the pupils as much as is possible.

6. Spanish

Mrs Kara is relocating and therefore is planning to leave us at the end of the Spring Term. At present, we have not received a great deal of interest in this post. Mrs Kara will stay after Easter if necessary to complete orals with Year 11 pupils. We will advertise more widely.

7. Next Meeting

The next Parents' Forum Meeting will be held on Friday 2nd March. Please note that the meeting planned for Friday 11th May will now take place a week earlier on Friday 4th May.