

# **Parents and Governors Meeting**

**17 September 2015**

Attendees: Eileen Ollieuz (Head Teacher), Julia Field (Governor), Don Burford (Parent Governor), Shane Holland (Governor), Riba Stephen, Ullie Dumas, Maureen Hoyte, Meriem Azzougui, Vera Olekali, Clive Kelly (Parents).

## **Introduction**

Eileen welcomed the parents and governors and gave a brief introduction of the senior leadership team and an overview of the school policies, achievements and events.

## **School Policies**

### Admissions

Reference was made to the high number of applicants to years 7 and 6th Form with a waiting list for new entrants. A phased induction procedure was adopted to facilitate a smooth transition of the new pupils which was very successful.

### Attendance

This is a very important school policy and the attendance of pupils for 2014/15 was 97% which is above the recommended target of 95%. It is anticipated that this will be further improved for 2015/16 with close co operation between the school and parents and recognition of achievements given to pupils gaining 100% attendance. Last year seven pupils achieved this and were awarded special recognition.

## **Governors meeting**

The role and activities of the governors and their contribution to the smooth running of the school were briefly outlined. There had been a number of key events over the school year which were also highlighted.

Summary of school activities for 2014/15:

- EHCp introduction meeting
- SALt drop in clinics/meetings
- School Theme days
- After school clubs
- Dragons Den
- Fund raising events
- Christmas concert
- Work placements
- Business enterprise link days

Cinema club and Tuck shop  
Leavers concert  
E safety workshop  
Reading workshop and Summer school

For further information about these events please visit the school website.

Forthcoming events for 2015/16.

These were outlined and an emphasis was made on the use of the website, weekly news letters in paper and electronic form (emailed on request), contact book and the reception desk for up to date information.

The following events were highlighted for next few weeks:

EHCp meeting  
Mobile dentist  
SALt drop in  
Parents resource meeting  
Yr 7 parents meeting  
Yr 6 opening mornings  
Business enterprise meeting  
Balfour Beatty Safety Truck in  
Parents Coffee meeting

For more detailed information regarding these events (dates and times) please refer to the weekly school letter or website.

### **New Parents Group**

There was a lot of discussion regarding the need for shared communication and interaction between parents in a more structured forum. The following suggestions and benefits were identified:

- 1) Communication of key events between parents in a more informal form (text and 'whats up').
- 2) A register of all consenting parents email/text details for each year and class group.
- 3) Assembly of a parents focus group to possibly review the following:
  - a) Parents social events
  - b) Fund raising events
  - c) Facilitate general and class group external interactions (birthdays etc)
  - d) Possible communication back up of relevant key school events.

Further discussion is intended to develop the group and construct a forum which can be adopted.

A contact list of parents will be collated at forthcoming school events until completed for each year/class group from which formal communication can implemented.

The next parents coffee meeting is 9 October when it is hoped that further discussion and evaluation of views can be collated towards formation of the group.

Don Burford