

## Abbey Grange C/E Academy

### Parent Council (PC) meeting 29<sup>th</sup> February 2016

**Present:** Paul Cooper, Janet Bove, James Fenton, Susan Field, Emma Hawker, Lucy Hong Song, Tim Jacobs, Marion Kemp, Mike Kemp, Catherine Kershaw-Guy

1. **Chair's opening remarks**

Mike welcomed everyone and introduced Dan Whielden, our guest speaker

2. **Apologies**

Stephanie Cassidy, Perminder Kaur Tour

3. **Teaching and Learning Presentation (Dan Whielden)**

Dan provided a presentation of the 'Professional learning guide' which is given yearly to all teachers within the school. This initiative developed following feedback from Ofsted. The guide is based on the schools vision of how learning should take place and information and documents contained in it have been developed based on research and are quality assured. Incorporating the 'five to drive' core values (Consistent, Reflective, Engaging, Independent, Challenging), it includes information for teachers on school vision and how to encourage independent learning. It also contains teacher learning forms and acts as a work booklet for teachers to work with throughout the year.

Within this process are marking and feedback forms for when teachers lessons are assessed. Lessons are graded between 1-4 (1 being the best lesson observed, 4 being inadequate) and a formal process is in place through which teachers receive feedback and set objectives for the remainder of the year. Each half-term teaching and learning priorities are also set per subject area.

Dan shared data of how grading of lessons have improved over the last few years.

The teaching and learning structure also includes things such work scrutiny overviews and feedback on specific areas (for example the quality and regularity of marking of exercise books), and external audits.

PC acknowledged and appreciate the time spent by teachers, and the School as a whole, on their development.

They also raised a couple of concerns which they would like School to look into. One is the lack of consistency with amount of homework given. Views of parents differ and this seems to be based on their experience of which year group their child is in (e.g. year 7 and 8 parents stated that the reflective journal work has led to students spending more regular time on their 'home work'), and feedback parents have through student planners is that home work also varies across subject areas and individual teachers – Paul stated that school is aware and looking into this.

The other is some parents have experienced that current year 10/11 students are not actively using I pads during lessons, even when parents had previously been encouraged to buy I pads for their children. PC requests that school undertake a further survey to find out how many students have access to an I pad and would be able to use this at school, and

school then to develop/ incorporate I pads more at school. **Action - Paul** to take this to leadership team.

4. **Minutes and actions from last meeting**

Teacher training days – School has agreed to put information from teacher training days on the school website.

Year 11 revision sessions – Paul explained that all subject leaders had been approached but so far there has only been a reply from a few. Parents will be informed in about a weeks' time regarding Easter holidays revision sessions.

PC stated that due to distance some students have to travel to school they may require parent support during school holidays or after school, and parents therefore require such information earlier to enable them to plan. PC suggests that school plan further ahead for revision sessions next year. One suggestion is that school decides on specific days or possible week, which can be given to teachers and parents in advance, and then asks teachers to try and fit into these where able.

Race for life – Janet has received clarification that any charity money cannot be paid via parent pay. School has acknowledged an error in the original information given out to parents in the P.E. letter.

5. **Matter arising**

PC constitution is now on the school website.

Interest in Parent Council – Paul has received an expression of interest from several parents.

**Action – Paul** to invite them to the AGM.

6. **AGM planning**

Mike talked through the current AGM draft report. This will be circulated to members.

**Action – Everyone** to give further suggestions to Mike by Friday this week.

Final report draft will then be circulated. **Action – Everyone** to feedback any final comments to Mike by Friday 18<sup>th</sup> March.

**Action – Marion** to resend invite letter to all parents regarding AGM.

7. **Notice board**

Our new display cabinet is now in situ. Discussion held as to what should be in it to publicise parent council. Suggested we should have photos of all members. **Action – Paul** to arrange this for next meeting. Also to have a 'you said...we did' section. Information from this can be taken from this years' AGM report. **Action – Anne Marie's (Paul's PA)** to produce and add this information to the notice board. She will also be key holder for the cabinet.

Publicising PC – as well as publicising PC on notice board, members agreed that representation at Parents evenings would be of value. One member of PC to join PTA at refreshment stall at each parent evening, to provide information, answer questions and take suggestions and feed these back at next PC meeting. **Action – Paul** to arrange for PC badges so members can be identified, **Action – Marion** to get suggestions box (to have at refreshment stall for parents to add comments). **Action – Susan** has offered to be at refreshment stall for year 7 on 24<sup>th</sup> March.

8. **School/ staffing updates**

Paul updated on this and informed PC that the leadership team will be extended and an advert will be going out within the next week.

9. **Any other business**

Perminder has sadly stepped down from Parent Council due to other commitments. Parent Council extend well wishes to her.

Copies of minutes/ agenda for our meetings will be printed out by Anne Marie (Paul's P.A.) in the future. **Action – Marion** to send items to Paul for him to forward to Anne Marie.

Parent feedback – Members from PC expressed how impressed they were at the way the 'choosing GCSE options' evening was run by the school. They felt the evening was very informative and teachers really enthusiastic about their subjects! They also stated that they heard similar positive feedback from other parents and students who attended.

Frequency of meetings – Paul suggested to add this as agenda item to next meeting.

**Marion/ Mike to action.**

**10. Date/ Time of next meeting**

AGM Monday 21<sup>st</sup> March in Galeena Room