

Minutes for Academy Parents Forum Meeting
Wednesday 14th June 2017

PRESENT:

School Staff: Stuart Smith (SSM), Phil Snelling (PSN), Ann Bourne (ABO)

Parents/ Carers: Clare Travers, Rachel Russell, Mandie Miller, Melissa Smith, Trevor Sherwood, Annette Sherwood, Bev Jenkins, Sarah Stone

1.	<p>Welcome</p> <p>Apologies: Sarah Tadros, Vanessa Boorman, Elly Dove, Darren Edwardes</p>	PSN
2.	<p>Minutes of the Last Meeting:</p> <p>Raising Aspirations Programme – outlined some of the ideas and will take this matter forward.</p> <p>Reports – have met with the Middle Leaders and agree that the tracking for each subject needs to be more bespoke for each subject. This will be put in place for next year. If there is a real concern this needs to be explained, particularly in languages.</p> <p>Detentions – if there is still an issue with detentions please let us know, staff are aware of the policy regarding this.</p> <p>Behaviour – we have looked at the duty rota and any possible areas that are not covered at break time. If any area is reported as not covered please do let us know.</p>	PSN
3.	<p>OFSTED Monitoring Visit – back in January the school received a “requires improvement” grading. We have now had a monitoring visit of which the inspector was very pleased. He was here until late and all areas were covered. He spoke with students and teachers, did learning walks and attended assembly. He was the school exactly as it is, he was very pleased and says we are moving in the right direction and we will only have the one monitoring visit. We are on track to receive a “good” grading.</p>	SSM
4.	<p>Lock down procedure</p> <p>The question was asked as to whether we had a lock down procedure in the event of a critical incident. SSM explained that there are certain procedures from the Trust and that it is the Principals decision following guidelines depending on what the incident is. Policies are being reviewed and we are talking to the Police for some guidance.</p>	SSM

5.	<p>Road Safety and Parent Parking</p> <p>The matter of parking was raised and that it has been noted that some parents triple park at the top of the hill and that taxi's have been seen going down the wrong way. Also some students are running down the grass towards the carpark. SSM assured that staff would be asked to remind students not to go on the grass by the carpark and staff would patrol outside to make sure that cars are parked correctly.</p>	
6.	<p>Parental Engagement</p> <p>SSM raised the matter of our year 10 students going into year 11 and that we will be having a year 11 consultation evening and would like maximum attendance from parents. Some suggestions were:</p> <p>To offer food Explain the importance of attending Send text and emails and reminders Tighten up on appointment times Perhaps an online appointment schedule with hour slots Advertise that there will be refreshments.</p>	SSM
4.	<p>AOB</p> <ul style="list-style-type: none"> • The question of revision club was raised and how do parents know their child is attending. SSM explained that this is down as Period 6 on Years 11 timetables. • It was explained that Burgess Hill Academy has merged with The Brighton Academies Trust so is part of the Trust. • Careers talks for next year it was suggested that we raise the profile of this. • It was explained that we have looked in depth at changes to the school day and feel that there is more engagement with just the one lesson after lunch. The changes that we have made have been agreed with the Trust and we will try this and can come back to this later in the year. <p>The next meeting is 13th September 2017</p>	SSM