

Parent Forum Meeting Minutes: Wednesday 7th December 2016 2016, 9.45am

1. Presentation from Angelo at Place2Be

Place2Be is a national award-winning charity, improving children's mental health and wellbeing. Place2Be offers school-based counselling to KS3 students and advice and support for school staff.

The KS4 and KS5 counselling service is provided by Step Forward, not Place2Be. Place2Be currently do not offer parent training.

2. Update on Parent Pay

Parent Pay is a fully secure, specific system where parents can remotely top up their child's account. It is used to monitor how much money a child has to spend at break and lunch and allows parents to log in to their child's account to see what they have been buying. Parents will receive alerts when their child's account is low.

A system of payments can be set up, such as payments for a school trip.

There will be an initial cost for school to implement Parent Pay and a running cost each year.

School will try to implement Parent Pay in school between February – July, by each year group.

When children buy their lunch, their photo appears on a screen – school is vigilant that children are using their own card to buy lunch.

As of today, school will be restricting pupils to purchasing only two items at break time in the canteen.

Action: Find a place for the school menu to be uploaded onto the school website

Action: Mr Jones to discuss with Mrs Smith that parents are in favour of Parent Pay

3. Homework/Bow Space: Parental feedback

In October, Mr Jones sent a username and password to parents for Bow Space.

A parent felt the drop down bar was useful but didn't find the instructions helpful.

Action: Mr Jones to look into developing a how-to video for parents using Bow Space

Action: Mr Jones to ensure homework on Bow Space is being set by next half term

4. Update on Bow School mobile app

The Bow School app is in process of being created.

The app can be discussed at the next Parent Forum for feedback.

5. Extra-curricular clubs (Coffee Morning)

Miss Mohamud was unable to attend the Parent Forum, but said the attendance to extra-curricular clubs is on the rise as the amount of clubs are increasing.

Action: Miss Mohamud to attend the next Parent Forum to discuss extra-curricular participation rates and how to increase them

The second ARD day is taking place on Friday 17th March 2017. There will be a reward for students who have completed their ARD targets from September 2016.

6. Jack Petchey Award (Coffee Morning)

Each month, the Petchey Trust give the school £250 as a reward for a student. Staff are emailed to nominate a child for the Jack Petchey Award. The winner can spend their money within the school, for example, a cinema trip with their form group or new PE equipment.

7. Revision book recommendations for year 11 GCSE's (Coffee Morning)

Action: Ensure Mr Hall sends out the revision list with mock results in January

Action: Check the revision list and materials are uploaded onto the school website

8. Doodle/GCSE update for new parents at the Parent Forum (Coffee Morning)

Doodle launch date is TBC.

School are looking at how to launch the Doodle app. Information about Doodle will be provided to parents at the year 10 and 11 Parents Evenings.

9. Update on Behaviour Policy (Coffee Morning)

The 2016/17 behaviour policy is being amended with the new traffic light system added and will be uploaded to the school website before 16th December 2016.

The traffic light system:

- all children are on 'green' when entering lesson
- a warning is issued
- if a child is on 'amber', they receive a 15 minute detention
- if a child is on 'red', they receive a 45 min detention.

Students are given the opportunity to amend their behaviour.

A meeting took place with teachers to ensure the traffic light system will be used by all teachers.

A text messaging system is in place to inform parents if their child has been set a detention between periods 1 – 5. If a child misses their detentions, they will be set a 90 minute detention. Their Form Tutor will call parents to inform them.

Text messages cannot be sent to parents if the detentions are set during periods 6 and 7.

If a child is put on-call, the teacher who made that decision needs to contact the parent to explain why.

Detentions are issued for lateness to school.

10. Discussion on Mobile Phone Policy

Four years ago the mobile phone policy was amended as requested by the student council, to use them at break and lunch.

Action: Discussion on Mobile Phone Policy to be added to the next Parent Forum agenda

11. PTA

Volunteers are still needed for the PTA.

12. AOB

- For lost property, children should ask at reception and they will be guided to see the GA's
- **Action: Look at a deposit system for lockers for all year groups**

**Next Coffee Morning: Wednesday 18th January 2017
10.00 – 11.00am**

**Next Parent Forum: Wednesday 8th February 2017
Refreshments: 9.15 - 9.45am
Parent Forum: 9.45 - 10.30am**

Agenda:

- Bow School App
- Discussion on Mobile Phone Policy