

Parent Forum Meeting Minutes: Wednesday 10th January 2018, 9.30am

1. Discussion/actions from last Parent Forum

- **School Lunch Menu**

Students Lunchtime Menu and Allergen information is on the school website. This can be found by clicking on the Parents tab and scrolling down to Lunch Information.

- **Roads around the School**

Mr Jones has sent numerous emails to TFL regarding more barriers to be put along the A12 roadside for student safety. This is still ongoing.

- **Year 9 - GCSE Booklet**

GCSE Options booklet is in the process on being sent out to Year 9 Parents.

- **Celebration of Success Day**

Mr Hall is creating a tab on the school website.

2. School Gateway - Parent Pay App

Feedback from parents who are already using the parent pay app is very positive; unfortunately only 5% of parents are using the app. You can access School Gateway through the app or website.

What you need to do:

1. Go to www.schoolgateway.co.uk or download the School Gateway app.
2. On the website or the app, please select 'New User' and enter your email address and mobile telephone number - you have registered with the school.
3. The system will send a PIN code to your phone; please enter this PIN code and your account will be activated to you.

In the near future all school communication will be via the School Gateway App (i.e. Achievements, behaviour, detentions) the app will replace emails and text messaging.

Mr Jones to arrange more Doodle and School Gateway/Parent Pay training for parents at next Parents Evening.

3. Mobile Phone Policy Feedback

Feedback from parents was very positive. Parents expressed that students shouldn't have mobile phone access in school. Mr Jones to speak to Ms Smith regarding reviewing the Mobile Phone Policy.

4. Bow Way Training

Mr Jones to arrange Bow Way training for parents.

5. Year 6 offers

Parents/School will received Year 6 offers list on the 1st March 2018.

**Next School Surgery: Wednesday 24th January 2018
9.30am – 10.15am**

**Next Parent Forum: Wednesday 28th February 2018
9.15am - 10.15am**