

## Parents Forum Meeting Minutes: Wednesday 27<sup>th</sup> April 2016, 9.30am

### **1. BowSpace**

At the last Parent Forum, parents raised they were concerned students hadn't been set enough homework or as according to their homework timetable.

Class teachers record the homework set for each class onto BowSpace. Parents should visit the school website, log into BowSpace using the 'testparent' username and password, click the Home Learning page and select a year group and subject to access the homework set.

Feedback by parents included the homework section was easy to use and navigate, but the homework set didn't exactly match up to what was written in the homework planner.

Teachers plan and upload the homework for the upcoming half term. Some teachers provide links to what the students have been learning in class and the homework set. Not all staff are aware they can do this, but it is in working progress.

Year 7 and 8's are on a carousel change for particular subjects, therefore, this affects the homework timetable.

The Maths department use My Maths to set homework which relates to topics in class and can be monitored.

All students have a log in for BowSpace, but it is different to the parent page as it has more elements to it.

A 'useful links' page could be added to the school website under the 'Parents' tab.

### **2. Upcoming Parent Forums**

Parent Forums are held once every half term.

Parent Governor Alice Barker will host a Coffee Morning from 9.15 – 10.00am 2 weeks before each Parent Forum, to allow parents to raise any concerns, which can be fed back during the Parent Forum.

**Coffee Morning:       Wednesday 15<sup>th</sup> June 2016**  
**9.15 – 10.00am**

**Next Parent Forum:   Wednesday 6<sup>th</sup> July 2016**  
**Coffee/refreshments: 9.15 - 9.45am**  
**Parent Forum: 9.45 - 10.45am**

### **3. Parent Engagement Team activities**

Parent Forums are not usually well attended, and there has been little/no parent interest in activities. Texts will continue to be sent and all information is uploaded to the school website.

Alice Barker suggested a schedule of activities should be available to parents at the beginning of the year.

**Action: Mr Jones to provide a calendar of activities at the next Parent Forum**

#### **4. Parent issues**

- **Secondary transition**

Parent engagement can be difficult as parents are not sure who to contact from the primary to secondary transition.

MrO'Shea and Mr Jones will be visiting/calling all 47 feeder primary schools for secondary transition preparation.

- **Parent clubs**

Arranging parent clubs is difficult due to lettings using the school space. The sports hall will also be used for the GCSE exams.

- **Extra-curricular clubs**

Parents concerned that their children's extra-curricular classes are inconsistently cancelled or have no teacher attend.

**Action: Mr Jones to discuss cancelled clubs and teachers not attending with Miss Smith, Bow Extra Co-ordinator and update at the next Parent Forum.**

- **Contacting Staff**

Full staff list is available on the school website. To contact a member of staff, email [bs@bow-school.org.uk](mailto:bs@bow-school.org.uk) with the name of the staff member, child and their form group.

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