

Abbey College, Ramsey - Parent Forum
Minutes of the meeting held Thursday 9th December 2021, 4.30pm

1. Welcome

All were welcomed and introduced themselves. The following were present:

Andy Christoforou (ACH) – Headteacher
Cheryl Greyson (CG) – Chair
Sarah Noble (SN) – Assistant Headteacher
Lisa Williamson (LW) - Governor
Katie Dodsley (KD) – Clerk
Sam Ladds (SL) - Athene
Zara Matthews (ZM)
Ian Sullivan (IS)
Sarah Whalley (SW)
Julia Hammond (JH)
Catherine Lilley (CL)

All were welcomed to the last meeting of term and introductions were made.

2. Minutes from the meeting on 12th October 2021

The minutes from the meeting on 12th October were agreed.

Matters arising

- A parent has queried about Y9 students having an eating area inside. SN noted that because of Covid, lunch and breaks have been split and this works well. With the recent increase in Covid and the need to decrease the amount of students inside, the South hall has had to be made an eating only area for Y8s as there is not enough inside space for all children to sit. Y9s have the undercover quad as their eating area and some of the courts for outside space. This will be rotated, but the rotating of breaks does not need to become more complicated and confusing for students. The situation of using outside areas is similar at other schools and students are regularly reminded to wear coats. The Covid situation is currently challenging as there are daily changes from the government that schools have to react to.
- School uniform survey – SN noted it was helpful to have comments from parents. There has been new guidance around the cost of uniform and the policy will be adapted again to reflect this. The school suppliers have plenty of different sizes of skirts and trousers can be bought from any shop.
- Homework – is being reviewed by G Craig and will be reported at the next meeting.
- Lockers - there are some surplus in the Sixth Form but there are issues with the locks and the school will try and find somewhere suitable on the South site to locate them. SN will canvas students and if enough would like lockers the school will look at budgeting for some for next year.

3. **Children without an official diagnosis** – D Neal – postponed to next meeting, due to illness.

4. **Bullying on buses and bus buddies** - S Noble

Bus buddies were not introduced because students are sitting in their year groups because of Covid. There are two students per bus who are regularly asked for feedback about behaviour. There were issues with students not sitting down in the summer but this had improved when asked in October and they will be asked again in January. It is made clear to students how to report issues and there is an online form that parents can use. The school takes any behaviour issues on the buses seriously and deal with any reports as they would with a report of bad behaviour in school. The Council will ban students with bad behaviour. If there are issues that the school is unaware of then the school needs to be told so that they can deal with it. **Q** – what does a parent need to do if there is an issue? There

is a behaviour incident report form on the website under the 'Worried?Anxious?' button. **Q** – could the information about reporting be added to a newsletter? This will be added. **Q** – could the students who report to SN give reward points for good behaviour? It was discussed that this is a good idea and they could nominate students to be rewarded.

5. **Parent Guarantee** – A Christoforou

The guarantee was circulated prior to the meeting and has been amended since. It was displayed to show the revisions for how to contact the school and it has been put onto one slide. It will be made interactive for the website. ACH asked for feedback.

- It is positive to have an independent person to talk to.
- It looks good, delivers clarity, is well structured and easy to follow.
- White on light back ground is hard to read.
- **Q** - how would a parent find a tutor's email address? It will be a drop down on the contact page.
- The word 'evoke' will be swapped for something simpler.
- **Q** – should the SENCO contact be included? The independent SEND information is on there and it will be interactive.
- Headings were discussed.
- **Q** – where would progress be? Under general.
- An enquiry may sometimes be advice and tutors should be the first port of call.
- Changing the order was discussed but the form will be interactive and it will stay as it is.
- **Q** – what is in place to make it accessible for those who have English as a foreign language? The document could be translated it into some common languages but this is not done with any other communications from the school as language issues tend to be sorted out at home. There could be a link to google translate.
- **Q** – is it assuming everyone has electronic access? Paper copies can be sent out and available in reception.

6. **Fundraising**

There are new rules for selling preloved uniform, as discussed under item 2. There is now storage at school and another £25-£30 has been raised. It is hoped that there will be a half termly pop up shop and one at school events, such as for new Y7s. The Y7 RSL is going to put on some casual Saturdays for new Y6s and it would be an opportunity to sell preloved uniform.

7. **Items for the next Agenda**

- a) Catering (speed of service, food, time etc) – C Berry
- b) Children without an official diagnosis – D Neal
- c) Sports Leadership - There was a question about the decision to introduce a new kit as now students have a surplus of PE kit and parents would not have bought new kit if they'd known another was being introduced. **Action:** Ben Pugh to update on the next phase of sports leadership.
- d) It was discussed if lunch times are long enough and if times could be changed as some students do not have time to buy food and sit and eat it, especially if they have had to come from North or want to do another activity. There are two thirty minute breaks and there no plans to extend this. SN noted that she will ask students their preference.

8. **AOB**

Q – A parent asked if the students do team sports as their child reports not. There has been a session by Mr Pugh at a previous meeting about the amount and variety of PE. Covid did impact team sports but there are now a lot put on. It was asked if more able Y7 students are being held back and it was noted that streaming takes place at the end of Y7.

Action: all to submit questions before the next meeting.

9. **Date of the Next Meeting**

Tuesday 11th January 2022 at 4.30pm

The meeting closed at 17.30