



CLAYTON HALL
ACADEMY

Parents Forum Meeting Agenda

5th December 2018

Library 5.30pm - 6.30pm

Attendees:	Cathy Reid - Principal/Deb Kay – Assistant Principal Student Welfare and Behaviour/ Lucy Beaman – House Leader Ambition/Robin Foster – House Leader Determination/ Dave Wallbank – House Leader Valour/ Roger Finney - Careers Education Information and Guidance Officer (CEIAG) Tracey Briggs – Parent, Alison Latham – Parent, Jill Jones – Parent, Liz Copeland – Parent Mark Street – Parent Andrew Purcell – Parent
Apologies:	Steven Wills – House Leader Integrity, Lindsay Brown
Minutes circulated to:	Attendees; SLT; on Website
Minutes agreed from last meeting:	<ul style="list-style-type: none"> • Year 11 Mentoring allocation has now been completed and Mentors allocated. • Lockdown training is still to be delivered – Confirmed that scenarios would be given for different scenarios and timings of the day. • Rewards – Mrs Beaman will discuss tonight the options going forwards. • Safeguarding audit has been completed as a result of discussion from last time. • Skooler Update – We are now moving away from Skooler. We are moving to Show My Homework, which hopefully will be up and running by February/March 2019 following staff training. Website for Show My Homework is user friendly and provides opportunities to upload multimedia along with accessing through an APP. A refund request from Skooler is being pursued by the school due to the service they have provided. • Preparation for the PPEs – improvements hopefully seen by parents/guardians in relation to this. • Chartwells Food – Link updated on website.
	Minutes (Actions in BOLD)
Careers / Post 16 (RFI/LBE):	<ul style="list-style-type: none"> • Employed by United Endeavour Trust, working in Clayton Hall Academy Monday and Tuesday and in the other schools for the rest of the week. • Already met with students in school to support with Careers through 1:1 careers guidance through Mr Finney. • Signage has been put up in school providing an email address to contact Mr Finney to get support. • Mr Finney working closely with Miss Beaman to develop and strengthen partnerships – 6th Form College, Keele University, Newcastle College to grow the local networks. • Career Ready programme currently in place looking at various career pathways for Year 10 students. • Mentoring taking place from a variety of professionals in different sectors.

	<ul style="list-style-type: none"> • EON completing a workshop with Year 7 students as a practical activity as part of the careers programme. • Year 9 Army day workshop as a practical intervention. • Positive feedback and engagement from the students since Mr Finney has been in place. • How much support is put in place for Year 11s and college applications? It was discussed that staff would support students with any applications where required. Through Year 11 Mock results day, four different colleges supported with discussions following their results and providing guidance around the next steps required. For those students who are not proactive/confident in seeing students, we would use the schools tracking system to identify and approach students to ensure they have the full support and guidance. • How do students request mentors? It was confirmed that students can request a mentor at any point and can request a member of staff that they feel confident in approaching. Data is used to support with direction and steering students through the final year of education. <p>ACTION:</p> <ul style="list-style-type: none"> • Year 8 to be targeted to provide support in allowing them some guidance with choosing their options pathway. • Update required from all Tutors into who still has outstanding guidance/applications being made.
<p>Rewards Plan update (LBE):</p>	<ul style="list-style-type: none"> • Rewards Plan is still being updated and is being developed by the support of Student Action Groups. • Rewards criteria is being reset on a regular basis to assure that students can achieve rewards on a regular basis. • Students currently share positive pieces of work with Principal and as a result are rewarded by a praise letter home. • Principals Awards has been created within the last few weeks for acknowledging a significant behaviour. Mrs Reid shared that most recently Principals Award has been given out to five students who supported in saving a member of the public's life in the local community. Another two students are due to be awarded for preventing another student being mugged in the local community. • Students have fed back that they would like to be acknowledged for most improved/over achieved in different forms of rewards – Non-uniform days/Trips/Afternoon Teas/ Easter Egg Hunt/Outdoor Cinema. Ideas are continually being implemented based on student feedback. • Student of the Month in Key Stage 3 and 4 in each subject along with any reason for being nominated. Certificates and letters will be generated and sent home to acknowledge • Other rewards that have taken place: • A group of Year 11 Students attended an out of bounds course as part of their rewards. • Miss Beaman took a group of boys to Stoke City Football Club to look at how the grounds operate and are managed. • Makeup rewards through Boots No7 have been developed and then students can have a mini-makeover carried out. • Form Rewards for groups that are receiving 100% attendance, which is having a positive impact. • Inter House form competition

	<ul style="list-style-type: none"> • Are sanctions regularly reviewed? – An example of a Photography lesson now preventing students leaving the lesson? Mrs Reid confirmed that there was an incident of behaviour in lesson, however a follow-up review of how students are being safeguarded and monitored. This is a temporary provision whilst the department feedback on how they can move forwards. • Concern raised regarding communication to students from staff in relation to “You’re the worst year group” It was agreed that through the humanistic behaviour approaches, that the ethos in terms of how some staff are addressing students. • Parents fed back that they have started to receive different rewards coming through in the post is a positive. <p>ACTION:</p> <ul style="list-style-type: none"> • Photography staff to communicate outcomes to both staff and students in relation to being released from Photography with a better understanding. • Mrs Kay/Mrs Reid to investigate concerns in relation to how students/classes are addressed within school.
AOB:	<ul style="list-style-type: none"> • Year 11 PPE Exams in the Library – When their son was taking his PPE exams, there was limited heat within the library. • NCS – The first set of date’s conflict with the school PROM. It would be appreciated if conversations could be had with NCS. • Inter-School Transfer – No further complaints from daughter since the last meeting. A meeting has taken place with Ms Newton (Newcastle Academy) and Mrs Reid in relation to expectations of transports. As a school, we feel that the concerns have been addressed. • Mrs Kay updated on the Group Call message that was sent out in relation to muggings in the local community. A close working relationship with the police has been ongoing. Following receipt of the Group Call messages, further information has been received. Mr Wallbank is liaising with the police in relation to the incidents that have occurred. • Noise levels within the classroom is causing my daughter to leave the lessons as the noise is amplified through the hearing aid device. The noises are of general low level discussions. • Timetable Clashes – Year 10 PPE clash with performances in the local community with the evening performances. This is a significant impact on the students. The impact of having exams straight after the Christmas Holidays is not positive for students and families. <p>ACTION:</p> <ul style="list-style-type: none"> • Site Team to confirm heating arrangements specifically with the Library. • Miss Beaman to have conversations with NCS in relation to dates. • Identify the impact of noises in the classroom for specific student TC. • Mrs Kay to confirm outcomes following clashes with Year 10 PPE exams/Performing Arts performances.
Discussion Points for next time:	<ul style="list-style-type: none"> • Was suggested for an email to be sent in advance of the meeting to get any ideas of topics to discuss.