



**CLAYTON HALL**  
ACADEMY

## Parents Forum Meeting

10<sup>th</sup> October 2018

Library

5.30pm - 6.30pm

Attendees:	Caty 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/Andrew Purcell/Karen Lockett/Tracy Briggs/Deborah Thys/Jill Jones/Craig Edwards/Mark Street/Tracy Harrison/Alison Latham/Emma Williams/Maria Hall/Sam Lesniak/Linda Johnson/Lindsey Brown/Shan Fu/Ninna Jomolo
Apologies:	Steven Wills – House Leader Integrity/ Sandra Clarke
Minutes circulated to:	Attendees; SLT; on Website
Minutes agreed from last meeting	N/A
<b>Minutes (Actions in <b>BOLD</b>)</b>	
Introductions (DKA)	DKA introduced: <ul style="list-style-type: none"><li>• Mrs Kay – Assistant Head – Behaviour and Welfare and Designated Safeguarding Lead</li><li>• Mrs Reid – Principal</li><li>• Mr Foster – Determination House Leader</li><li>• Miss Beaman – Ambition House Leader</li><li>• Mr Wallbank – Valour House Leader and Designated Safeguarding Deputy</li><li>• Mr Willis – Integrity House Leader (Absent)</li></ul> <p><b>Meeting times agreed 5.30pm - 6.30pm, with one meeting in Spring Term to be held between 7pm – 8pm</b></p>
OFSTED Update (CRE)	Ofsted visited at the expected time with CRE reporting back that this was a fair process. Ofsted agreed that the school knows where it is at and what needs to be put in place to support with outcomes in: <ul style="list-style-type: none"><li>• English and Maths</li><li>• Disadvantage Students</li><li>• High Achieving Students</li></ul> Maintained 'Good' status and will be back in a year to complete a 2 day inspection. Parental survey provides positive feedback

Fully staffed in Science as of January, with interviews for Maths on Friday to make any outstanding appointments.

Mrs Reid shared that the students were an absolute credit to themselves and the school. Students provided honest answers in relation to OFSTED questions.

Q: Where would you expect to be with the areas of developments?

A: Mrs Reid shared that with the improvements made, she feels that the school would be a solid good within 12-18 months, with Outstanding being the next focus.

Q: What are the current priorities for Year 11 students?

A: Vice Principal has been made Raising Standards Lead. Audit completed with all Year 11 students, motivational activities, Learning Walks to ensure the appropriate quality of teaching. CPD for teaching staff is being monitored and where CPD is on a Year 11 timetable, staff will not be released from school. Weekly meeting with the Heads of Maths and Science and monthly meetings with other Department Heads to ensure progress is being made.

Q: Is the Raising Standards Lead going to continue in the future?

A: Yes, as this will provide a member of staff who will then support.

Q: The report mentions inconsistencies in teaching – how is this being addressed?

A: Lesson observations currently taking place with a number of observations taking place across the school and Quality Assured for effectiveness. Future Learning walks will be calendared. Coaching sessions have been organised to support with staff development.

Q: How are the 50 identified who have now received a Mentor?

A: A number of students have requested a mentor from their own personal choice. Using data, those students who haven't made the expected progress have been given the support of a mentor. There is also an identified group of students who will receive support. Those students who have a mentor may not need a mentor throughout the whole of the academic year.

**Action: Mrs Reid to confirm if all Year 11 parents/guardians been approached to ask if they have been consulted?**

Q: Would it be useful for students to have their own targets, where students aspire to achieve higher targets?

A: Our target setting is based on Fisher Family Trust 20, calculated by data from other schools.

Q: The report discussed pushing higher achievers and middle ability bands – Is action in place for this?

A: Mrs Reid confirmed that plans are already in place to support with the items raised in their report. Senior members of staff have already been appointed and identified to support with these outcomes and training sessions identified to support with outcomes.

Q: Staff Mobility – The quality of teaching and turnover of staff.

A: Mrs Reid confirmed that decision making on staff turnover has been made as a decision between leadership staff and historical staff, but also staff have left to

	<p>pursue promotions elsewhere. Going forwards, supply member of staff are long term appointments and subject specialists.</p> <p>Q: Are robust systems in place to demonstrate quality assessment?  A: Mrs Reid shared government changes in assessment and the grading system for the new 1-9 grading system. All schools were not provided with accurate grade boundaries prior to the Summer Holidays. The grade boundaries have now been used to look back at historical assessments from the summer to create Assessment Maps with information shared in the students’ books in due course. Clayton are working with schools locally and in the trust and are looking at standardising assessments. 5 members of staff are currently employed to support with exam marking.</p> <p>Q: Transition between Year 6 and Year 7  A: Academic Achievement Transition Senior Member of staff appointed to build the bridges between assessments at Primary to reflect the work completed.</p> <p>Q: Could our students reports change due to the grade boundaries?  A: Mrs Reid confirmed that yes, the grades may change due to the new grade boundaries but also contributed to the progress of the child.</p> <p>Q: Concerns over staffing in English.  A: Mrs Reid confirmed that the English department are fully staffed, and shared that one member of staff only stayed for 1 Term due to leaving the profession – Some students may feel that there has been a turnover of staff.</p>
<p>AOB (DKA)</p>	<p><b>Taster Days:</b> My Year 7 student really enjoyed the Taster days and were organised really well.</p> <p><b>25<sup>th</sup> September:</b> Why was the Lockdown procedure not implemented? Parent was concerned by the scenario given about an elderly gentleman. Mrs Reid shared that at the point of the incident, was unable to give full details due to being a police incident. Mrs Reid updated to confirm this was a hoax call and judgement on whether to implement the Lockdown procedure wasn’t correct at the time due to the timing of the event. A follow up with Mr Wallbank delivering assemblies about the severity of the incident and impact that this will have on the young people involved. A concern about the impact of the email on parents who had students staying on school site may have been an alarm. Mrs Reid confirmed that follow up action with The Sentinel has been made due to the miss-reporting information. Follow up communication with our most vulnerable students has been carried out and Mr Wallbank discussed with any students who queried with him after the assembly.</p> <p><b>Action: Mrs Reid - When we deliver the next round of Lockdown training, advice that the decision made would be dependent on the timing of the incident.</b></p> <p><b>Incident in the Community:</b> Mrs Kay opened the floor to answer any other questions about the incident that Mrs Reid had not already answered – No further questions raised.</p> <p><b>KS4 Bistro:</b> Space in the Bistro is smaller compared to the KS3 area and this is compact in wet weather. Mrs Kay confirmed that the Gym is opened up to support</p>

with an additional venue for wet weather and that the KS3 students use the Main Hall. Mrs Kay confirmed the Library is also in use as another indoor venue.

**Alton Towers/Cinemas:** A query was raised that with the Cinema experience, students didn't get to watch the whole film. Mrs Kay aware of one occasion, however other parents from various Year Groups did not see the whole film. Mrs Kay shared that the school will be updating their Awards scheme and Miss Beaman will be supporting with getting Student Voice and Parents Forum to provide their contribution. Miss Beaman coordinates the Student Voice at Clayton Hall to get feedback to contribute to decisions being made at school.

**Rewards:** Concern that chocolates are being given out as a reward as it doesn't contribute to the school's Healthy Eating agenda. Non-edible rewards would be welcomed. Where postcards/letters are being sent from home, the postcards/letters do not always share the reasons for the hard work and success within school. Discussion that all students are acknowledged regardless of the small or significant success achieved.

**Action: HMI to look into varying the rewards on offer and ensure rewards are personalised so that parents can acknowledge the specific success with the students without having to ask the students what they have done.**

**Support of child through transition into secondary:** Concerns over primary students witnessing various behaviours, which they may not have been exposed to before. Mrs Kay has shared that House Leaders and House Tutors are there to support with any concerns no matter how big or small – Parents were encouraged to share any behaviours in school that has been reported back by their son/daughter so that staff can monitor. Members of staff on duty wear High Visibility coats/vests to be easily identifiable. One parent shared that the transition was very positive and their son has enrolled onto a number of clubs and activities.

**Behaviour:**

One concern with Year 7 football club with no member of staff being present to support students

**Action: Mrs Kay to investigate**

Concerns with students not being able to leave school suite, due to gates locking. Mrs Kay confirmed that staff who run the clubs should be escorting students to the gates to release them.

Parents feel that they are not always alerted to the extra-curricular clubs on offer. Mrs Kay confirmed that the timetable will be communicated out via the schools newsletter going forwards. Within school, posters are placed to promote the activities on offer.

Could a Year 11 revision timetable be generated for parents to discuss with revision sessions – Yes communication will come out in advance to promote revision sessions.

**Communication via Group Call:** Mrs Kay confirmed that Group Call (Email system) would be used to support with providing effective communication about news/information/timetables going forwards.

**Skooler:** Concerns with Homework and not setting or accessing homework consistently. Some parents are having to check school email system, Skooler and child's diary – this isn't time efficient. Parents feel that they have lost faith with this system.

**Action:** Mrs Kay to discuss at next SLT meeting and bring solution back to Forum

**Active Learn:** 'Ghastly' – ineffective due to screen size and pop-ups covering key content. Not a positive experience.

**SENCO Interviews:** Daughter involved in the interview process for SENCO today, which was positive. Mrs Kay confirmed that there will always be a student voice team that carry out a student panel going forwards to gain views of who they feel is appropriate.

**Reception Runners:** One parent raised a concern that their child had been a reception runner on three separate occasions. Mrs Kay confirmed that this should have only been asked to complete on one occasion.

**Cross-Federation:** Concern about the delay in returning back from cross-federation impact on the delay on core subjects. Parents feel the response to communication within school has been prompt and positive. Staff have identified a concern with students not eating and arriving late. Mrs Reid has had one meeting with the Bus Company and Newcastle Academy about the severity of the situation, and this is being monitored going forwards.

**Year 8 Options:** Links to be provided with dates and information

**Social Networks:** Mrs Kay confirmed that there was no message promoted on the social network pages due to keeping the social networks as a way to promote positive behaviour. Discussion had about how negative comments are managed and addressed.

**Newsletter:** Positive that students are acknowledged for their contributions both in school and outside of school. Agreed that this would continue going forwards.

**Preparation for PPEs:** Please could revision lists be published in good time to support with positive outcomes. A request that the revision list for the next round of PPEs in February Half Term needs to be released in November to prepare them. Concerns that students are still receiving homework in addition to having time allocated to revise for their PPEs.

**Action:** Mrs Kay to discuss at next SLT meeting and bring solution back to Forum

**Chartwell's- Food (<http://www.claytonhallacademy.org/parents/bistro/>)**

Information can be found on the link above.

If students do not have enough money on their account, they should come and see their House Leader to support with paying for their lunch and House Leaders will support with communication home. One parent raised a concern with the variety of healthy eating available at break time and with the school being a Healthy Eating School should there be the promotion of Pizza/Oat Cakes/Bacon Butties – less concern over the variety of lunch time. Mrs Kay shared that Chartwells could be invited in the future to feedback.

	<b>Action: Mrs Kay to invite Mrs Kerry Hulme to next meeting to discuss Preparation for Post 16 and Miss Hayley Mitchell to discuss rewards to next meeting</b>
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