

PARENTS IN PARTNERSHIP

Date: Wednesday 18th May 2016

Time: 6.00pm

Venue: LRC

MEETING MINUTES

Present from SGHS: Mrs. Gill Fisher (GF),

Parents present: Fiona Carr, Shona Done, Catherine Hawley, Alison Leach, Liz Wolstenholme

1. Apologies: David Whitfield

2. Minutes of last meeting and matters arising: Approved

Parents Evening Online Booking System – This will be rolled out next year with some amendments to process. There will be a timed delay on release so working parents are not disadvantaged as it will be in the evening. Staff will be better informed one week prior to the release of the appointments so they can have the dialogue with the students when a teacher may not be able to see all students.

Reports are to be available before the appointments so parents can prioritise subject teachers.

Y7/8 discussion about Parents' Evenings for KS3 – subject teacher is a preference for some parents but not all. Some prefer the parent/tutor meeting model currently operating.

Reports are not detailed enough for some parents but not all. Some prefer the succinct nature of current reports.

Emails are effective for some parents and are more personal – being able to contact teachers directly and discreetly is a positive.

Parents are not emailed when students are on Amber/Red as discussed previously. GF will re-iterate this to staff so that they speak to students/ parents before the report goes home, and email home if appropriate.

Lunchtime arrangements – This has now settled down and students are happy with the process. It is felt that student feedback had been taken into account.

Agenda:

1. Trips and visits

A parent raised concerns that the communication of trips and the requirement of initial payments was done within a very short timescale for the Germany trip, which asked for 2 payments within the same month and was hard for parents to do. Some students will miss out on opportunities in these instances. GF is to speak to the finance department and also a new time line will be implemented for staff to use. GF will also communicate this to Mr. Hoyle, who will run trips and visits protocols next year.

Enrichment Week – Earlier communication about Enrichment Week would be preferred including information about what it is and the ethos behind it (maybe this could be out in the new parents pack). GF – *this information will be communicated at the Year 6 parents' evening this year as packs have already gone out; but it can be put in packs for subsequent years.*

The range of options is good but prioritising the older year groups could be a possibility if they have not had a big trip previously. Could an oversubscription criteria be applied? GF will speak to Mrs McMillan and Mrs Plews.

Communication during the China trip was excellent. The emails and blogs were much appreciated.

The concept of a 'big' trip is still liked.

Could a parent pay 'trips account' be set up? GF will speak to the Finance department.

School Calendar – It is felt enough information is given to parents at the start of the year with the current calendar.

Two parents had daughters on the trip to Harewood House and they had a fantastic time and this is very much appreciated.

AOB:

- o **Update on Friend of SGHS** –The Summer Fair flyer needs to be sent out by email to all parents as soon as possible so they can put it in their diaries.
- o **Outside space** – the area at the front of school has now been seeded and should be ready for next year.

Meeting closed at 6.55pm

Next meeting 29th June 2016