Name of Meeting: Parental Committee Meeting	**Date:** 10 April 2025 @ 6pm	
Present: Tom Taylor (TTR), Kathryn Walker (KWR), A Walsh, T Williams, S Sharif, B Goss, H Wray. **Minutes:** Kath Lyons	**Location:** Conference Room	
Apologies: N Fitzgerald, D Keegan, L Slow.	**Absent:**	

Agenda	**Information:**	**Actions**
	Mr Taylor opened the meeting highlighting that we had good feedback from the Microsoft form, this formed the basis of the agenda for the meeting today.	
1.	**Building Update** Over the next 3 months there will be a moderate refurb in this building. This will include the toilets on ground floor and top floor with individual cubicles. The work will start over May half term, managing will be difficult as these will be boarded off. We will need to stem the flow of students, and some learning time will be lost. They are replacing the roof on the new building; therefore, it will be wrapped 3 or 4 weeks into term 6. The plant room will be redone. During the second week of the October half term, we get the keys, this will be on the Wednesday, therefore, we will only have the Thursday & Friday. The likelihood is that we have to close for years 7-10, on the Monday, Tuesday and Wednesday of the following week. HR and finance will move across in the TTR's room, with TTR & KLS into the conference room. The Art rooms are to be moved and there will a lot of disruption, along with additional closures. We could close a day early in the October holiday, as we cannot direct teachers to be in the building, due to the 1265. Could be looking at one day before and three days after. Q: have you considered other people in the community to help? A: Yes, we are looking at a company that will take everything out. One of the issues will be access by vehicle to get a skip in. Q: could you use the farm? A: We could put a message out to parents. TTR highlighted that we will have some support across the trust and will be trying to do as much as possible in the summer. Q: will there be any difficulty with mocks. A: Kier has the exam calendar so there should be no disruption, they do plan around us. It was questioned whether the holidays could the holidays be moved. No, we could not do that.	

2.

Communication

We have a 24-hour turnaround, contact can be made to us by email. Social media posts are being sent out, are we giving enough notice, how far in advance do we need to give you.
It was stated that parents are not always getting calls returned and some are spending most days phoning school.
TTR – highlighted that it is logged as a communication when the call comes in. Senior Year Manager checks the log daily and these are chased if not responded to. It was mentioned that this is mainly Year 9 and some year 7.
TTR questioned whether this is happening all the time?
A: The committee knew of a few, took a week for someone to get back them.
TTR explained that our pastoral team are not in offices and only get to do this at 3.35pm
It was discussed how much context do we take on the phone how much do we ask what it's regarding. Some parent will give a lot of information, and some parent will not.
It was stated that some things are quite complaint worthy and questioned whether these were moved into somewhere else.
TTR assured the committee that these are taken seriously, and we try and resolve at stage 1.
We may need to move to a stage 2; this would be someone more senior.
The committee highlighted that some may feel worried about repercussions about making a complaint.
TTR continues to say that complaints system is followed and tracked, and that the policy is followed.
Parents evening was discussed as being an issue, follow up calls have not happened, appointment slots are difficult.
TTR stated that face to face will always be longer. However, it was questioned whether parents would rather be in the building or cut off in sentence on a team's call.
The Committee agreed that is would be better to be in house, maybe consider sending an MSF to ask parents the question.
TTR informed the committee that he ran a parent evening in his last school, and we had a series of questions, maybe we could trial that.
It was questioned whether the pastoral team could be in the booking system, this can be looked in to.
TTR continued to state that parents need to see teachers of core subjects. We will add this to an SLG and talk to teachers about making some improvements.
TTR – we will do a SLG on this and talk to teachers about making some improvements.
Response by phone: a discussion was had on whether the phone system had a queuing system, to be looked into.

3.

Changes to Equipment for 25/26

All students will be provided with a pencil case containing the following:

- Pen – black, purple green
- Pencil
- Ruler
- Board Marker

Our intention is to add £1 to a student's account, giving them equipment, there will be full checks, and the use of the behaviour policy will be followed.
There will be opportunities to buy supplies during breaks and lunches.
If they do not bring a bag, we are in the process of buying bags.
The committee stated that they believed we are doing more than we should be.
Students need to understand that this is really important from professional standards point of view. We need to highlight that this is an investment in the students.
Q: How do you mitigate theft?
A: This will fall under the BfL policy, our students are respectful, but we have not worked out the sanctions for this yet.
TTR confirmed that there will be no equipment in pockets and that this will be shown in term 6.

	It was stated that the equipment would be checked during form time and warnings will be given. Students need to take responsibility for their own equipment. Q: How confident are you that students will be able to communicate with staff? A: We have some wonderful students at the academy, and they are more than capable of speaking to staff, we are setting them up for the world of working and feel that lost learning time will improve. TTR advised that planners would be optional, students will have a lanyard, this will have a printed version of the timetable on the back. Students will be expected to look after these. The committee stated that this is what they do at Calderdale College. TTR continued to tell the committee that these will eventually be used for catering, this would make it much quicker. Home learning will be on Microsoft teams, where they be able to log and see what homework there is. Coursework will be uploaded and there will be a link to Educake. Any students who do not have access to MST will be provided with planner a hard copy of the home learning. The committee highlighted that they would have concerns about the lanyard especially with a cash value. TTR questioned whether a £5 deposit would site with parents. The committee highlighted no issues with them but may be with some other parents.	
4.	**AOB** It was highlighted by one member of the committee that her son did not like the food,a discussion was had on the food that was available and that the menus were on the website. The HPV vaccine was discussed stating that the uptake is low and if there was any follow up to this and that we would be happy to support in the academy and establish a relationship with NHS moving forward. The lockdown and invacuation process was discussed as some issues had been highlighted by a member of the panel, it was explained that this was done in schools all the time, TTR confirmed that he had training on counter terrorism which was a concern for the panel member. The students were very mature during the procedure as we closed the building down. There were some concerns of overreaction on social media. Next meeting date to be advised, meeting closed at 7.30pm	