

Item	Action
1	<p>Present. Mr Maclean, Mr May, Mr Rigby, Mr Hunt, Peter Gregory, Mrs Muir. 38 parents.</p>
	<p>Mr Maclean thanked the parents for attending and explained how much progress has been made from the first meeting where we had 2 parents. The SLT team and School Trustee P. Gregory were introduced.</p>
2	<p>Matters Arising from Previous Minutes</p>
	<p>Discussion on the previous meeting. Many of the points raised made the body of the rest of the meeting. MMU read through but as most of the parents were new to the forum an open floor was offered for discussion.</p>
3	<p>School Uniform</p>
	<p>Discussion on the possible changes to school uniform policy. Some parents felt others got away with non-compliance. JFM explained there would be no changes to the policy. Students are permitted to wear black polish-able leather shoes without any branding.</p> <p>Tutors check the uniform every day and if there is a valid reason a pass will be giving for one day with a call home. Exceptional circumstances are always taking into account but non-compliance will escalate consequences.</p>
	<p>Detentions</p>
	<p>2 parents raised concerns about no notice detentions. MMU explained the point of a no notice detention is to deter students from misbehaving in the first place. In extreme circumstance detentions can be postponed but a parental letter or call will be needed.</p>
	<p>After School Clubs and Sports Teams</p>
	<p>Parents asked if a school team kit could be provided for students as it was difficult to keep on top of PE kits for those taking part 3 times a week. JFM explained this was a budget issue and once teams were up and running over time kits are built up, we are just not there for all yet. Parents were advised that their children can just turn up for school clubs as long as they have their permission. All clubs are advertised on the website, Facebook and Mr Durrant (Head of PE) will send texts for fixtures etc.</p>

	Homework	
	<p>Parents raised concerns that homework was not accessible from class charts. However, it was discovered that there is a glitch as homework is set to due date not when it was submitted. This will be amended.</p> <p>Some concerns that homework that is set is not taken in and returned to students so they question if it should be done at all.</p>	<p>Amend class charts setting.</p> <p>Whole staff message regarding homework.</p>
4	ClassCharts	
	<p>ClassCharts was praised by those who can access it. However not all parents have received their log ins. Not all parents know what ClassCharts is or how to access this. We discussed an instruction leaflet to support parents with this.</p> <p>JFM also explained the use if MyEd for attendance tracking and how to register for this.</p>	<p>MMU to check and have all log ins re-sent.</p> <p>Instruction leaflet to be sent out to parents regarding class charts.</p>
5	Reporting System	
	<p>JFM explained the new system- graded reports 3 times a year with one profile at the end of the academic year. Year 11 reporting may vary due to the nature of mock exam results etc. but communication will continue through MMU.</p> <p>Parents felt it wasn't always clear how their child was progressing and that they would like reading ages on the report. JFM discussed the reporting of making expected progress is our only way of reporting at KS3 due to the changes in national curriculum levels etc.</p> <p>Parents felt that some of the categories on the report were unfair. For example, 'equipment' being categorised as a cause for concern. Parents felt this was not appropriate measure for a student's progress.</p>	<p>JFM will ask for reading ages to be added.</p> <p>Equipment to be removed from the report.</p>
6	Literacy Focus	

	<p>PRI discussed the whole school focus on improving literacy, starting with tutor time reading, and more targeted approach using accelerated reading. Tutor time will also cover oracy and debate. Every classroom has been kitted out with a mini library for students to access.</p> <p>JFM explained how a student reads a book, then takes a test on the book to show level of understanding. JFM stressed the importance of improvement of reading to enable students to access their GCSE exam papers.</p> <p>PRI discussed how every department is making literacy a key focus to ensure we are all having an impact. He also asked that parents support this by reading at home. PRI also described how teacher discretion will be used to positively to support each student's reading needs, so no child feels unable to access reading.</p> <p>Parents were very happy with the idea of the reading ambassadors. PRI explained that this will be back in place this term.</p>	<p>Reading ages published in reports.</p>
7	<p>Newsletter</p>	
	<p>The newsletter following the last forum is now published on the website, emailed home and on our facebook page.</p> <p>All after school clubs, any fixtures will be published as well as key dates for the calendar.</p>	
8	<p>Facebook</p>	
	<p>JFM asked that parents follow the DCCA facebook page as we will be adding information every day.</p>	
9	<p>Rewards</p>	
	<p>Parents raised a concern that students received reward points in the system yet never seemed to actually get a reward. JFM described the reward afternoons for all students with positive conduct points. Also the new system of teachers awarding a student with a head teacher recommendation letter. Reward ties for sporting success and a new move to bring this into subject areas too. It was also discussed that there is scope for a better reward system and this was being addressed.</p> <p>Parents did also share how effective and positive postcards home were.</p>	<p>SLT to review reward programme.</p> <p>All staff message to keep sending postcards home for</p>

		positive progress made.
10	Lockers	
	Unfortunately, it was explained to parents that lack of space means only Year 7 are offered lockers. All information regarding lockers can be found with Mr Hadley our librarian. It was suggested that lockers may be provided for medical reasons, Mr Hunt confirmed that he would support students with this issue, parents just need to make him aware. Mr May explained that, as the school grew in popularity and population the space available for lockers was minimised.	
11	PTFA	
	Details of the PTFA need to be sent out again.	
12	Student Voice	
	Parents suggested that students need a further voice in the school if parents were being given the opportunity. JFM explained the current role of our student voice and that it could be built on.	Revise the use of student voice.
14	AOB	
	<p>MMU explained that house changes had been made for Year 8 into 9 to readjust the gender balance and apologised if this changed family house system. The year 11 were changed based on academic progress. Any issues with ties, students can come and see Mrs Muir.</p> <p>Questions from parents to be sent in advance of the meeting to improve the efficiency.</p> <p>MMU asked that parents give notice of who in school they'd like to hear from in the next forum- music team, English etc.</p> <p>Next meeting to be held 14 November at 6 pm.</p>	