

1. Welcome and apologies
2. Agreement of PF Protocol
3. Trip costs – Paying for siblings and residential experiences (update from meeting on 26th June)
4. Mobile phone ban at SCHA (update from meeting held on 26th June)
5. Trust update – Ofsted outcomes and Trust priorities for AY23-24
6. Supporting a parent with an unresolved concern (from PF survey)
7. Using toilets at SCHA (update from meeting held on 26th June)
8. Creating a PF SEND Group (update from meeting held on 26th June)
9. First look at PF survey for 23-24
10. AOB

Notes

Present: Rob Hardcastle, Ian Pearson, Kate Cleaver, Claire Byron, Luke Shackleton, Kaye Aitken, Salome Madega, Stacey Berrington, Sara Masamvu, Mope Giwa, Ahidjo Onwe, Elumaro Victor Adediran, Andrea Ograda, N Nhuville, Daniela Opritoiu, Lily Hawkins.

Apologies: Graham Lawman, Ash Patel, Felicity Richardson, Simon Cross, Payal Patel

Welcome to all by Kaye Aitken with protocol and purpose of Parent Forum explained by Rob Hardcastle. Introductions of staff present made.

Trip Costs

Continued from previous meeting – there is a need to standardise the trips and align across primary and secondary settings. RH reiterated reducing costs and providing support for families in need where possible is always considered and this includes where there are siblings or where a child is eligible for Pupil Premium. Any family can make a voluntary contribution towards a trip and make contact with their school to

get support where they need it. Currently, the total price of a trip is reduced by 50% in all primaries though due to the nature of trips in secondary i.e. residential and more curriculum led trips, this is not possible at Sir Christopher Hatton Academy. Each child is discussed on a case by case basis to address any needs where they are aware.

Parent has asked if the demand for the trip is there, why can't all students go? RH has confirmed the numbers allocated is set based on the place being visited and prioritised by those taking the course linked to the trip ie Geography students will be offered a place first for a field trip. Enrichment is more challenging as they are more popular. If a student hasn't been on a trip already, they are prioritised though parents are encouraged to keep showing an interest. If trips are oversubscribed, staff do make efforts to open more places though staff availability can sometimes be a barrier. If there are other views, parents are encouraged to share and contact the school if places haven't been offered.

Parent raised that when students haven't been on a trip, emails are sent encouraging them to take up a place so there is monitoring of those who haven't had access throughout the year.

It was raised that discounts and support needs to be clearer so people are more aware.

Parent asked if there is a schedule for the year ahead so families can budget and prioritise across a family and a place on the most suitable trip is requested. LS confirmed he has seen the schedule that is currently being drafted and will raise with the trip leader about this. He has cautioned against waiting for the summer trips in case they are oversubscribed leading to a child missing out on a year of trips.

Mobile Phone Ban

Continued from previous meeting – the consultation period ended on the 16th June and the ban started on the 19th June. Pupils in Year 7-11 were unable to use phones on site whereas Year 12-13 have designated areas to use their phone. Under the rule 'See it, hear it', students were aware their phone would be confiscated until the end of the day and parents called in if this was repeated. Staff were encouraged to take a fair approach and if permission was requested to use their phone for a specific reason, staff would be willing to support with this.

Several parents have confirmed children were fine with this rule and it has not caused any issues so far. A parent queried if there is an emergency and a child needs to call home are they allowed to use their phone. It was confirmed that this would be allowed and the same for calls into school where a parent needs to get in touch. Reception staff will go and get their child where needed.

It was asked if there is an SMS facility to help with getting messages to parents. ParentMail can send texts to families across the primary settings however SCHA will look into this. LS explained that staff may call from an office anywhere in the school meaning if a parent calls back, they may not be in the same location. He has confirmed that if there is an emergency, a message will be left but if it is a missed

call only, it is likely that they will try again later. Advised to call reception and they will find the member of staff or leave a message. There are multiple extensions across the school which are the last three digits – you can identify a school number by the details below:

01933 226 077 (main number)
01933 231 220 - 01933 231 288 (220 - 288)
01933 221 400 – 01933 221 449 (400 - 449)
01933 829 830 - 01933 829 879 (830 - 879)

RH confirmed it is guidance not a law to ban phones despite the media coverage and that students have complied well.

Ofsted Inspections

Continued from previous meeting – all four academies have now been reviewed and are all rated as 'Good'. It is one measure of assurance of quality education and encourages parents to consider the schools when they are new to the area.

Parent Forum Survey

The Parent Forum Survey took place in the Spring Term of last year and 230 families took part. This will be re-run in March/April 2024. It was feedback in a previous forum that the role of the trust was not as well known. RH has confirmed the stages to go through if there is a concern:

1. Speak to the school in the first instance (department lead or class teacher)
2. If not resolved, approach a senior leader at the academy
3. Refer to the complaints policy from the Hatton Academies Trust website [HAT-Complaints-Policy-Sep-20.pdf \(hattonacademiestrust.org.uk\)](https://www.hattonacademiestrust.org.uk/HAT-Complaints-Policy-Sep-20.pdf)
4. Non executive directors will listen to the concerns to decide if they are upheld, not wholly correct or not valid.
5. A final avenue is to approach the Department of Education

Toilets

Continued from previous meeting – various parents have confirmed that letters have not been received regarding restricting access to toilets. RH – aware that not all families are happy with the new procedure though it is regularly reviewed. LS - other schools in the area have been consulted on what they do to keep a consistent approach. The majority of toilet use is fine, it is a few isolated incidences of not using the toilets appropriately. The aim is to

1. Supervise
2. Impose consequences
3. Ensure access is provided for all those who need it.

There have been incidences of vandalism already this term in A block and W block. Students can go in break times and lunch times only however, if they have a medical card or are desperate, they need to register at their next class and then ask to go. A teacher will allow this as they are aware of where that student is and the time to expect them back. Staff do toilet duty and there are never long queues. Students who haven't planned their time as well can't be left unsupervised so are encouraged to register first.

Parent raised a question about how teachers assess the need. A younger pupil who drinks a lot of water but no sufficient time to access the toilet in break times. They need to leave the building, queue to use the toilet and then return to a different building via crowded corridors which leaves them anxious and stressed. LS confirmed there are 20 minutes for break and 40 minutes for lunch though if they need to go to the toilet between lessons, they should speak to the teacher in the next lesson who has oversight and then doesn't register them late.

Parent asked if more toilets are due to be opened. There is a 10 minute wait to use the girl's toilets as well as the large queues for lunch during a 40 minute break.

LS confirmed the B Block, W Block and C Block girl's toilets are open for all year groups at lunch time. For sanitary reasons, no teachers will deny access to the toilet. RH confirmed there are small queues and we aim to strike a balance that all students are safe but also, routines are kept. Parent's views are welcomed regarding this.

SEN group

It has been suggested about a SEN group for parents of students with additional needs and provide an opportunity to speak to other parents. An inspection is due in the county soon so will build on existing SEN provision which there is a need for. Potential for SENCo's to attend to provide resources or guidance. LS mentioned IAS (Independent Advisory Service) who are a really effective service to signpost to. Possible representative invitation to groups.

AOB

Invitation to chair the next meeting made to all members – they would provide a lead from a parent perspective with support from Kaye.

Suggestions regarding lockers at SCHA. Children carry many items all around school during the day. PE kits and resources can be heavy, particularly for younger students who are smaller in stature. A parent suggested swapping bags at the gate during the day. LS confirmed that art materials, catering ingredients and musical instruments can be dropped off in classes first thing in the morning. There is unfortunately no PE space to leave kits in. Space in the school is very limited so to provide a locker for each student would be a huge challenge.

Uniform raised about the poor quality of the clip on ties. Full ties for SCHA would be welcomed as they are in Oakway in Year 5 and 6. Both could be offered. LS confirmed that he is due to have a meeting with SWI (uniform suppliers) and will discuss both the cost and the quality.

Also raised whether girls should wear ties as not realistic in the workplace. Pencil skirts raised as a preferred option and material queried for comfort. Uniform is not consistent from primary to secondary.

Next meeting on 23rd January 2024.