



Parents' Forum
8.00 a.m. Friday 16th February 2018

Attendees:-

Mrs Götschel, Headteacher

Miss Millward, Assistant Headteacher – Student behaviour, welfare and development

Mrs Sharples, Governor

Mrs Allport, Headteacher's P.A.

A total of 12 parents of year 7, year 9 and year 12 students.

ITEM		ACTION BY
	<p>Mrs Götschel welcomed all to the Parents' Forum and provided an update on the new sixth form and sports hall builds.</p> <p>There have been considerable delays due to circumstances beyond the school's control and consequently the completion date for the sixth form build was moved from December 2017 to April 2018. The sports hall is due for completion by the start of the summer term.</p> <p>Parents' Forums have been arranged with various starting times in order that as many parents as possible can attend at least some of the sessions.</p>	
1.	<p><u>Government review of Sex & Relationship Education</u></p> <p>Changes to the teaching of Sex and Relationship Education were discussed. The PSHEE programme will be arranged in consultation with parents and will include areas which are proposed by the government.</p> <p>An overview of the programme was circulated and parents were asked to consider whether there are areas which may need more emphasis and also provide their views on when they feel is the best time for the programme to take place. Feedback to s.allport@lordswoodtrust.co.uk.</p>	All

<p>2.</p>	<p><u>Parents' Evenings</u></p> <p>The Department of Education circular confirms that there should be one reporting opportunity to parents per term. This can take the form of a full report, parents' evening or interim report.</p> <p>Lordswood Girls' School provides a Parents' Evening, a grade report and a full report each term. Additionally, there is a Parents' Information evening arranged for individual years, including the sixth form. The sixth form information evening has not been well attended to date and therefore the information available will be condensed into the sixth form Parents' Evening.</p> <p>A discussion took place regarding the set-up of the Parents' Evening. The parents' felt that the hall was too full during these sessions, however they prefer the use of the Hall rather than classrooms. It was proposed that the layout of the Hall would be reviewed in order that parents who are waiting to see a teacher are clearly visible. The ante-hall could also be used to increase available space.</p> <p>It was suggested that the Parents' Evening could be arranged in phases by subject areas. Mrs Götschel agreed that this would work well in Primary Schools where there is only one teacher for parents to meet, however in Secondary Schools phased sessions would not work due to the number of teachers that parents need to see. In the past, one-to-one meetings with review tutors were arranged but these were discontinued due to the economic climate as it was not practical for working parents to attend a ten minute meeting.</p> <p>An enquiry was made regarding whether an inter-active website could be set up where parents could ask staff questions online however this may prove to be difficult with online access.</p> <p>Miss Millward suggested that parents could email Achievement Co-ordinators with any questions and they would then forward the communication to the relevant subject area for response. Achievement Co-ordinator contact details will be included on the school website.</p> <p>Parents' raised the issue that allocated appointment times were not always convenient. However, now that Parent mail is being used, parents will be able to personally select appointment times.</p>	<p>Miss Millward</p> <p>Completed</p>
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<p>3.</p>	<p><u>Lunchtime arrangements</u></p> <p>Mrs Götschel acknowledged that issues had been raised with the current lunchtime arrangements. Staggered lunchtimes and break times have been considered, however this would impact upon the drama and music clubs taking place at these times. Some of the issues are caused by a lack of available space but once the sixth form build has been completed the congestion will be eased.</p> <p>Some students had reported that the sixth form students often push into the queue. Miss Millward advised that the year 11 students currently go into lunch first in order that they can leave the canteen as soon as possible before the younger students arrive. Staff are on duty during the lunchtime period and Miss Millward will monitor this to ensure that staff are carrying out their duties correctly.</p> <p>Students had also advised that there was an insufficient amount of choices and hot food available, especially if they were late going into lunch and they were sometimes hurried out of the dining area before they had chance to finish their meal. The introduction of a ticket system may be possible so that students who go into lunch late can show this to staff if necessary.</p> <p>An incident regarding a vegetarian meal was reported which would be investigated with the Catering Manager immediately after the Forum.</p> <p>A meeting is arranged with the Catering Manager and the School Council to discuss these issues. A 'mystery diner' programme will be put in place to obtain specific feedback.</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p>
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<p>4.</p>	<p><u>Parent View</u></p> <p>Parent surveys are completed during Parents’ Evenings using the Ofsted questionnaire. Governors are available to help parents with the completion of the survey. Additionally, every two years surveys are undertaken by an external national organisation, Kirkland Rowell, which covers all of the areas that Ofsted use. Additional questions are also chosen by the school which could include items such as lunchtime arrangements and Parents’ Evenings. The parents were asked for suggestions on how else we could canvas their views.</p> <p>One of the parents said that they had only ever completed Parent View if the school had received an Ofsted visit.</p> <p>Mrs Götschel explained that the last Ofsted inspection at LGS was in 2007. If the data reduces, then Ofsted will come in to complete an inspection. Ofsted are also considering removing the ‘outstanding’ judgement completely and replacing this with ‘good’.</p> <p>The issue with completion of a Parent View record is that the system does not disclose the information to the school and therefore any issues cannot be resolved,</p> <p>Miss Millward suggested that the survey could be set up at Parents’ Evening and also made available for two weeks via Parentmail, including free text, which would allow parents a chance to complete the survey at another time. The student’s code could be used as a log in when completing the online survey to avoid any multiple submissions.</p>	<p>Miss Millward</p>
<p>5.</p>	<p><u>Lordswood 60th Anniversary Celebrations</u></p> <p>Mrs Götschel provided an update on the proposals for celebrations to mark the school’s 60th anniversary this year. An Alumni page has been set up and 300+ responses have been received to date. The events will run over a two week period with the main celebration taking place during the afternoon of Saturday 14th July 2018 with a barbecue and a cricket match. There would be a charge for attendance to make the event cost effective. Various ideas were put forward and any volunteers interested in joining a working group were asked to email Mrs Allport to register their interest – s.allport@lordswoodtrust.co.uk.</p>	<p>All</p>

<p>6.</p>	<p><u>Any other business</u></p> <p>Lockers: additional lockers will be available when the new sixth form build is completed as we are unable to locate these in school before then due to insufficient space in the corridors. The locker charge is £18 per year and lockers need to be taken from September to make it cost effective as the charge is not reduced if the locker is taken for a shorter period of time. Parents will be contacted by May half-term to ascertain how many lockers are required.</p> <p>Transition from Primary to Secondary School: Parents felt that LGS could improve the transition period. A focus group which will include year 7 parents who will be able to provide input is being set up. The focus group has now met and revised procedures will be implemented this year.</p> <p>Target Setting: a parent expressed his interest in becoming involved in the setting of targets. Mr Pearce will be asked to make contact to discuss further. Meeting has now taken place with parent and is being followed up.</p> <p>Dangerous driving: The school entrance was moved from Knightlow Road to Lordswood Road following major concerns around student safety due to parental dangerous driving. Staff are consistently telling students not to cross roads but parents are not always educating their children regarding this. It was agreed that a parents' group to raise awareness of the issues could be set up. Any volunteers interested in being included in this group should register their interest with Mrs Allport – s.allport@lordswoodtrust.co.uk.</p> <p>Mrs Götschel thanked the parents for attending as she had found the session really helpful in understanding some of the issues being faced.</p> <p>The next Parents' Forum will take place at 7.00 p.m. on 21st June 2018 and the agenda will include a review of the website.</p>	<p>Mrs Rolf</p> <p>Completed</p> <p>Completed</p> <p>All</p>
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