



Parent Forum – 06/12/2018

Agenda

Agenda Item	Discussion Areas
Welcome	<p>Welcome to Parent Forum and intended purposes.</p> <p>The content of these meetings will be recorded and shared with SLT and other parents, once approved.</p>
Parent Questionnaire (Survey results are provided)	Summary of parent questionnaire results, including how the UTC will be responding to this going forward.
Parent Forum Going Forward	<p>Discussion to consider how the Parent Forum should work going forward, considering the following:</p> <ul style="list-style-type: none"> • Format • Time/Date • Proposal – a future meeting may include Chris Hatherall (Associate Principal for Employability) who can discuss the employability programme. • Policy review (including student feedback)
Any Other Business	Parent View on the website – preparation for Ofsted.
Close of Meeting – 6.30pm	

Following this meeting, we will share anonymised minutes with you to check for accuracy and this will then be communicated externally to parents via Parent Mail.

These minutes will also be shared with the Senior Leadership Team.



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Minutes and Feedback

Welcome and Introduction – JV

Purpose of the parent forum is to stabilise parent relationships and be more transparent in our communication.

The forum will encourage parent reaction to key areas of development, such as a review of policies and operational systems.

It is the UTC's intention to reach out to parents following the parent forum to encourage further feedback and responses. This process will be in line with the student voice feedback.

Parent feedback from the meeting is that we are right to reach out to parents but must ensure that we widen the view and open up to a variety of responses.

Parent Questionnaire

Communication

- A sense that the school can improve its communication with parents, both individually and whole school.
- Feedback that parents evenings can be communicated more efficiently. These dates should be communicated with parents as soon as possible. Internal structure and operations of parents evening (including communication) to be reviewed.
- There is a feeling that poor communication leads to a negative representation of the management and leadership of the school.
- JJ asked for feedback on Parent Mail – we want to ensure that parents are opening up all their parent mail emails. If parents aren't opening up the messages, there are potential issues around key information not being read by all parents.
- **ACTION – Senior Leaders to review all future key dates and send out to parents before the Christmas break.**
- **ACTION – Review of Parent Mail and how we can encourage parents to use the system. A paper letter could be sent home with a data collection sheet to ensure all contact details are up to date. More parent mails being opened may lead to greater participation in results.**
- **ACTION - Progress Leaders to take ownership of Parents Evening, communication being three weeks in advance.**



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Behaviour

- Feedback is that the number of those who disagree about dealing with behaviour is too high. It is the UTC's intention to review the new behaviour policy and allow for student and parent feedback in response.

Bullying

- JV offered feedback around the responses regarding bullying, including the introduction of a peer mentoring programme, developing the student leadership team, and increasing student support.
- JV offered feedback that an increasing issue is that of E-Safety and the use of social media as a platform for bullying and welfare related issues. Feedback from parents is that the school is in a difficult situation as culture is grown outside of college and brought into the building.
- **ACTION – JV to raise the profile of Peer Mentors and the system around how students can report their concerns.**
- **ACTION – Reinforcing key messages around culture, E-Safety etc, in assemblies and SMSC sessions.**
- **ACTION – Parents to review the E-Safety policy in line with the governing body review.**

Homework

- Parent feedback suggests that more homework could be set by teachers and parents would like to see more homework being completed at home. Parents are receptive to the idea of doing homework during school hours but students are reporting that they don't get any homework from the UTC.
- Feedback suggests that the homework system is disjointed and overcomplicated – some teachers used Show My Homework, others used Microsoft Teams and each has differences in how parents can engage.
- **ACTION – Review of the homework policy and coordinate with heads of faculty around what they are delivering.**

Other Business

- Feedback around student inductions – Meet the Teacher Event. These are events that are led by form tutors to students and parents who outline expectations, behaviour expectations, levels of homework, uniform, and key dates for the year.
- Questions around the CPD 2pm sessions. There is a feeling that students may be missing too many hours of learning and sends out a contradictory message about attendance.

Future Meetings

- Once every half term – these will be put in the calendar alongside parents evenings and other key dates.