

Highcliffe School Parent Forum Meeting 1 – October 2021

44 parents booked and 22 of the evening with 22 parents attending.

Introductions and a new venture

Mr Davies and Mr Downs introduced themselves and thanked parents for attending. Introduced the Parent Forum as a mechanism to further improve our communications with parents after identifying improvements over the covid lockdown periods.

Focus is to allow two-way communication and direct feedback allowing school to gain insight in to both proposed changes and areas that may need developing.

Main Areas of Discussion

- Updates regarding the schools focus on re-establishing routines in school after students experiencing lock down during previous years. This included discussions around students using their break and lunchtime to visit toilets. Data shared with parents regarding the number of students leaving classes.
- View sought on schools actions around punctuality to class to reduce time missed in school day.
- Reintroduction of the Parent/Student bulletin via email announced.
- Sharing with parents focus on 'high quality work' and teachers not accepting work that does not represent a students best standard of work. Feedback from parents regarding if work needs to be re-completed then they would like to know via Homestudy System.
- Issues discussed around the catering facility in school with regards to the range, amount and quality of the food served. Some suggestions made for introducing 'priority queue' for main meals. School accepted issues and confirmed dealing with catering company to try and resolve as soon as possible. Agreed that good for new catering manager once in post to meet some parents for their views. To be organised.
- Discussions around issues with the school building and how this impacts on catering, examinations and the daily operation/curriculum.
- Buses – behaviour on and lateness of buses (especially on Bransgore routes) an issue from parents. School will continue to work with the bus company around the quality of service and with parents regarding behaviour.
- How these forum meetings might work in the future: some suggestions around varying way evenings are held. For example, could do round-robins about topics to get feedback from parents. Possible to have parents suggest areas for discussions or for school to ask for parents to consider some topic areas before meeting to be ready to feedback.

What's occurred since the meeting regarding areas discussed:

High Quality Work	<ul style="list-style-type: none"> • Process adapted in school so that when a teacher requires a piece of work to be recompleted due to lack of effort this is stored on the homestudy system. Additional work will be carried out to notify a parent automatically. • Where a teacher gives a 'Lack of Effort' Demerit it is now possible for parents/students to see the comment left by the teacher meaning they are fully informed about why the Demerit has been awarded.
Punctuality to Classes	<ul style="list-style-type: none"> • Tracking shows the number of students having to leave class is reduced and shows re-establishment of routines. • Teachers tracking lateness to lessons via register system and new process in place to monitor at year group level and set detentions as appropriate.
Parent/Student Bulletin	<ul style="list-style-type: none"> • This is now in place and released every two weeks. The bulletin includes content from Heads of Achievements for all year groups, key messages and upcoming dates. We continue to invite feedback about this bulletin.
Catering	<ul style="list-style-type: none"> • Worked with catering contractor to provide additional food on an everyday basis. This has improved but working on solutions for when 'demand' peaks unexpectedly. Main meals and sandwiches have been available on all days • Appointed a new catering manager (in training) • Additional staff being recruited to help production • Priority queue for main meals introduced but uptake very low • Quality of food revisited by providing evidence from initial contract start-up of quality we expect • Additional storage provided for dry-goods • Survey completed with Sixth Form students to gain further insight in to their requirements • Parent forum representatives invited in to view range and quality of food and provide feedback directly to catering manager
School Buildings	<ul style="list-style-type: none"> • School has continued to work with the ESFA/Regional Schools Commissioner around building issues. • Planning consent granted for Sports Hall but funding not available. School likely to also move forward with planning for Teaching Block to replace some mobile classrooms. • School has been successful in one of the 2 bids we made for school condition funding and received £1.8m to replace all

	<p>heating, cooling and water supplies in the Christchurch Block. Work start 15th February 2022.</p> <ul style="list-style-type: none"> • Subsequent bids for teaching block funding have been prepared and submitted to the ESFA.
Buses/Transport	<ul style="list-style-type: none"> • New processes in place for investigating issues of poor behaviour. • Continued to work with parents where behaviour on the buses has been unacceptable with improvements made (reduction of issues being reported). • New bus contract from Hampshire County Council in Bransgore area which so far has been running to time. Online tracking of these services also available to parents.
Bidding for Grants	<ul style="list-style-type: none"> • One parent that attended the Parents Forum meeting has made contact with school and has begun bidding for grants as appropriate on the schools behalf