Parent Forum Agenda
Thursday 17th October at 6pm
Orchard House next to Sir Christopher Hatton Academy

1. Introductions and apologies

2. Agreement on PF Protocol for 24-25

3. Parent Forum Survey Results 2024

4. Ways of communicating with your child's school

5. Admission criteria for SCHA and primary academies

6. Potential school trips and residential for 24-25 and being able to pay for them

7. Upcoming changes to the way to pay for food at Hatton

8. Any other parental matters

9. AOB

Next Meeting to be arranged for January 2025

Notes from the Forum

Apologies: Rob Hardcastle

Attending: Nick Salisbury, Kay Aitken, Lily Hawkins, Linda Embling, Gemma Rogers, Nimisha Patel, Ashish Patel, Helen Sharpe, Ronnie Wilson, Louisa

1. Welcome and introductions
   Aims of the Parent Forum explained.

2. Small changes to the Protocol reviewed around becoming a member.

3. Parent Forum Survey 2024 results discussed. Highlighted the high parental engagement for Year 7 which tails off through the year groups and discussed ways to increase engagement across the trust.
   Possible suggestions are: promote at Parent Tutor days (QR poster on walls and staff to encourage parents whilst waiting on site), slip with QR codes to go in all book bags, paper versions will be difficult to collate with the

timescales so to keep with the electronic version, posters to go on school gates.

4. Communication discussed – multiple methods of communicating to parents from each school however, some difficulty in communicating directly to children's teachers. It was raised about emailing to request a call and conversations at the school gates though this is not feasible for all.
No regular Oakway facebook presence which a new parent to the area would have found useful when looking for information prior to visits. Would prefer to see what is happening including achievements/updates etc in the absence of apps such as Class DoJo (query - do you have this at Oakway?) LE described Victoria's use of DoJo and the added benefit it brings - staff can upload information/photos weekly available to just the group and it has a translation function for those with other languages spoken at home. The transfer from primary communication and secondary was discussed and could there be an opportunity to use a trust wide app/software programme for consistency for those children attending both a primary and the secondary. The suitability of this may be complicated and the additional workload this will bring to teachers may not be possible.

Parents evening discussed and the overwhelming preference for online parent appointments. The timings were explained to allow for breaks for staff and the inclusivity of it for parents who work shifts etc. A parent has raised where they were at their slot and waiting but a teacher wasn't present, due to the short time in the first place, this was a frustration. NS explained this shouldn't have happened and may have been something else going on. This is not normal practice and staff are supported to work from home (with strict guidelines provided to have a professional environment) or work in the school site. Dates are issued after reports to allow for any queries to be raised in this meeting and any feedback to be sent after parents evening from the teachers where required.

5. Admission criteria at SCHA has recently changed to remove fair banding for new starters 2026 -2027. There are 80 places which is proposed to go up to 120 places. SCHA is currently oversubscribed.

6. Trip allocations discussed.
- SCHA (Abergovey/Iceland/HBacc) and to allow fairness, notice is given with a closing date to express interest. If this is oversubscribed then places will be randomly allocated. Any overcharges are redistributed back to the parents.
- VPA send a list of upcoming trips to parents at the beginning of the year to allow for budgeting. An estimated cost is provided and offer a variety of events such as London Symphony Orchestra and Matilda the musical.

Both schools stated support can be provided for eligible students who are not able to pay which also applies across the trust.

7. Discussion around the biometric system to be implemented from Easter at Sir Christopher Hatton Academy. This will allow students to swiftly pay for their lunch by using fingerprint technology in the absence of cards which can create long queues. Consent and the process discussed.

8. A parent has raised the management of health issues at SCHA. Despite previously providing excellent support to an older sibling, there has been a lack of communication regarding absence and work provided during periods of non attendance for a younger child. NS has confirmed that the system is under review as aware there are issues – an external consultant will be on site to review SEN and medical practices to ensure students and parents are receiving what they need. The number of students with an EHCP has doubled since COVID and schools are learning fast how to best support students. The complaints process was discussed however, direct communication/use of the Parent forum are good opportunities for any issues where parents don't want to make a complaint.

9. SEN Support group was started last year however, due to demand it has not continued – if parents email forum@hattonacademiestrust.org.uk expressing an interest, it can be held based on numbers.
   SEND policy available on all websites for parents to read through.
   The group to potentially have a presence at Parents Evenings and take views/share survey details so all parents are aware.

   Oakway traffic discussed – the traffic around SCHA to get to Oakway is very heavy in the morning and often unsafe. Many near misses have been seen and it was queried whether the gate on the Hemmingwell accessing the school could be held open for longer in the morning so more parents could use that. LE highlighted it is often a staff capacity and safeguarding issue however, the parent raised that the main gate is totally open and could help reduce other issues.

   Next meeting to be held at Ecton Village Primary Academy – date to be confirmed