

Parent Voice Minutes



Date: Thursday 19 November

Attendees: Lucy Owen (LO) Chair
Andy Fisher (AF)
Rachael Gardiner (RG) Secretary
Lakshmi Jeffreys (LJ)
Jessica Jeffrey (JJ)
Joy Jones (JJ)
Samantha Lannarelli (SL)
Sarah Matthews (SM)
Vicky Michaels (VM)
Louise Samways (LS)

Apologies: Mark Hawtin (MH)
Jenni Jenkins (Jjen)
Carolyn Meachem (CM)
Katherine Patterson (KP)
Gill Platt (GP)
Rachel Rosevear (RR)
Angelina Wilding (AW)
Janet Williams (JW)

1. OPENING

It was noted that at the meeting held on 24 September GP had resigned as Secretary but would continue to be a member of Parent Voice. RG had volunteered to be Secretary and take meeting minutes going forward.

LO advised that Kunjan Sembhi had resigned.

2. ACTION POINTS FROM THE PREVIOUS MEETING

It was noted that all items had either been closed or were on today's agenda.

3. COVID-19 UPDATE

AF advised that CCS had been doing well and there had been no Covid-19 cases reported since the prior week, with the exception of one year 13 student. However, two cases had now been reported from the same year 9 class. These were unconnected, however as the students sat at different ends of the classroom, the whole class was captured by the two-metre rule and required to self-isolate. This was disappointing, however compared to many other schools the total number of reported cases was still very low. The challenges faced included reinforcing with parents and children the social distancing requirements and the wearing of masks. It was noted that around 50 children every day do not bring a mask to school, of which 20 of these were the same students each day. So far, the school had spent £500 on face masks.

Some children were challenging the bubble restrictions and it was discussed how this could be managed. One of the options considered was exclusion as this behaviour was putting students and teacher safety at risk. This was the minority of students however, with most students cooperating with the rules. It was noted that six of the staff were clinically vulnerable and having to shield. Some staff with children at other schools were also having to self-isolate. So far, CCS staff had coped well with covering lessons and it had not been necessary to bring in teachers from outside the school.

As the weather was getting colder, more students were staying in over break and lunch times. Teachers were needing to be more assertive with those students staying in as they were required to stay in their seats and not move around or mix with other classes. Year 9 and 11 students were using The Street as

their outside space so had some cover, however year 7 and 8 students didn't have any cover. The option to rotate The Street area around year groups was discussed, however as years 7 and 8 were based downstairs, this would be difficult as would cause additional mixing of students in stairwells. This however would be looked into.

Actions

AF to provide an update at the next meeting.

4. COST OF FACE MASKS TO THE SCHOOL

As discussed, it had so far cost the school £500 to provide face masks to students and it was asked if it was possible to start charging students / parents if these were forgotten more than once. The only way to charge for these would be through ParentPay, but this would then get listed as unresolved debt. Masks cost 15p each so it would probably not be worth the time and effort needed by staff to chase for payment, and therefore easier to provide the masks. The children that were consistently forgetting masks had been spoken to where possible, but it hadn't made much difference. Behaviour points and possible after school detentions were discussed as a way of trying to encourage students to remember their masks.

Compared to other schools it was felt CCS and the staff were managing the situation well and should be commended for their efforts. The number of students that had needed to self-isolate so far had been low, which was a credit to the systems in place and support from most of the parents.

Actions

AF to provide an update at the next meeting.

5. UPDATE ON LAPTOPS

It was confirmed that 1,500 laptops had originally been ordered in June and were due to be delivered in August. Due to Covid-19 this was delayed to August, then October, then November, and now CCS have been advised they may receive 400 laptops before Christmas, with the remainder being received in January / February 2021. If 400 laptops were received before Christmas, these would be allocated to year 7 students. All storage lockers had been installed and ready to be used.

Actions

AF to provide an update at the next meeting.

6. TRUSTEE UPDATE

LS advised that the Chair of the Trustees had resigned with effect from the end of October and it was confirmed that LS was the new Chair. LS further advised that three new members had recently been recruited to the group of members that sat above the trustees. The new members all knew and were passionate about the school and its culture and would be great assets to the group.

It was noted that LS had recently met with a partner of the school as they had been commissioned to look into the effectiveness of the online learning and would be providing feedback on it to the trustees.

7. SIXTH FORM ADMISSIONS

The process regarding the sixth form application process was discussed because there was not yet any information with regard to 2021 admissions on the CCS website. It was noted that other schools had

information on their websites as well as virtual tours to view. AF advised that a virtual tour had been recorded and that he would discuss this further with Phil Ashton, Assistant Principal, to progress this. There had been discussion around increasing the pathways offered in sixth form so this would be discussed also. LS advised that Phil had attended a previous trustees meeting (pre-Covid-19) as he was interested in how to maximise opportunities for the students in sixth form. LS suggested linking in with Sue Duffy, who was a trustee and link partner for the sixth form.

Actions

AF to discuss sixth form admissions with Phil Ashton.

LS to link Phil Ashton / AF with Sue Duffy

8. AOB

Plans for future parents' evenings were discussed and AF advised that a virtual parents evening had been planned for after Christmas for tutors to meet with parents and advise on the over progress of their child / children. It was however felt that tutors hadn't spent enough time with the students to be able to provide meaningful feedback. They were currently considering how to run virtual parents' evenings with subject teachers, which would probably take place after February half term.

The question was raised regarding student attendance and the process that was followed when attendance dropped below a certain percentage. One of the parents had received an impersonal email with regard to her child missing school, even though she had been in discussion with the school about this. It was questioned whether emails were automatic and the process that was followed. When a certain percentage was reached, this would trigger an automated email. AF apologised that the email wasn't well received and would contact Lauren to find out the exact process and how they could make emails more personal.

The following future meeting dates had been confirmed:

29 January 2021

4 March 2021

22 April 2021

17 June 2021

23 September 2021 (AGM)

Actions

AF to contact Lauren to find out the exact process that was followed when attendance dropped below a certain percentage and if they could make emails to parents more personal.

9. CLOSE

There being no further business the meeting closed.

Action Points

1.	AF to provide a Covid-19 update at the next meeting
2.	AF to provide an update on face masks at the next meeting
3.	AF to provide an update on laptops at the next meeting
4.	AF to discuss sixth form admissions with Phil Ashton.
5.	LS to link Phil Ashton / AF with Sue Duffy
6.	AF to contact Lauren to find out the exact process that was followed when attendance dropped below a certain percentage and if they could make emails to parents more personal.