

**Parent Voice Minutes 11<sup>th</sup> June 2024**

**Attended:** H McVicar (HMV), N Cairns (NC), J Tongue, J Nightingale Newton, K Shorten, C Midgley, L Weatherall, E Chukwuma, A Hole, D Field, V Newton, K Godfrey, A Poole.

**Apologies:** Rachel Swann

Agenda item	Item raised	Discussion point	Action required	Outcome (to date)
<b>Minutes from previous meeting</b>	Pastoral Handbook – HMV	<ul style="list-style-type: none"> <li>HMV confirmed that this is now complete and has been out to some students for feedback who asked for more pictures and a map to be included. Draft will be ready in September and those attending agreed they would be happy to receive a copy if required and provide feedback.</li> </ul> <p>Once finalised a copy will go to each child. Initially this will be printed but format will be looked at in future.</p> <p>HMV confirmed the handbook was produced in line with Minerva Learning Trust (MLT) so no further changes should be required going forward.</p>	<b>HMV to share copy of handbook if needed</b>	Pastoral handbook for staff updated and Student version finalised Sept 2024- shared hard copy new starters and on Satchel for all other students.
	Food Tech ingredients – HMV	<ul style="list-style-type: none"> <li>HMV confirmed that for Key stage 3 the canteen food provider can provide ingredients. Recipe packs are being added to the ordering system so they can order ingredients per person based on number needed per class. School is still looking at how this will be funded, whether by parents or the school.</li> </ul> <p>Still looking into how to resource for key stage 4 - more difficult as depends on what the students are making.</p>		All food ingredients provided by the school at KS3 and 4 – Sept 2024.
	Y7 CATS & reading tests – NC	<ul style="list-style-type: none"> <li>NC explained that new reports had been produced by CATs in the year which were better and considered more parent friendly.</li> </ul> <p>The second round of data collection has opened with the 2<sup>nd</sup> report in the year to follow. A survey will be sent out after these reports to ask for feedback on all reports.</p>		Year 7 CATs testing carried out Sept 2024. Reports will be circulated in due course.
	Revision books – HMV	<ul style="list-style-type: none"> <li>School have looked into suggestion to sell second hand books from previous students however are mindful of curriculum changes – even if slight. HMV confirmed that under MLT they will have better buying power so may be able to offer new books at a better price.</li> </ul>		
Website – NC	<ul style="list-style-type: none"> <li>An external review of the website had taken place and MLT had performed check on site also to check if they could find certain things. The plan is still to start from scratch with a totally new website. To bring new version to PV for feedback.</li> </ul> <p>NC noted that Facebook page was still being looked at with a page being set up by a member of staff but now looking at how to transfer from a personal account.</p>	<b>NC to share new website at future meeting</b>	Delay due to paused merger- NC to update PV at next meeting.  Working with MLT Marketing and communication team.	

	<p>PE notifications &amp; general 'what's on' communication – HMV</p> <p>Homework – HMV</p> <p>Y13 UCAS forms</p>	<ul style="list-style-type: none"> <li>PV attendees noted that there still seems to be no improvements in PE communication both for core PE lessons (ie what to bring etc) and for fixtures. NC agreed that the notifications on Satchel were still hit and miss along with emails with a link to presentations that are shared with students. Weekly update to start going on parent page of website and will include fixtures along with next week's menu. Email to be sent out every few weeks to remind parents it's there. It was suggested by PV to put a link on Satchel also.</li> <li>The new homework policy has been drafted and reviewed against MLT. This has now been shared with staff along with new feedback policy.</li> </ul> <p>HMV is following up on feedback in previous PV that Satchel isn't used consistently.</p> <ul style="list-style-type: none"> <li>Following concerns raised around process in previous meeting HMV confirmed this has now been passed on to the Head of Careers</li> </ul>	<p><b>NC to follow up Satchel link to weekly update</b></p>	<p>NC reviewed and actioned new process Oct 2024.</p>
<p><b>General school</b></p>	<p>Buses to school</p>	<p>HMV explained that they will be selecting the bus provider imminently following the tendering process in which it was stipulated they needed to offer cashless payment (although they should still be able to offer both). This should be in place from September.</p>		<p>New contract finalised Sept 2024 and cashless system to be implemented by end of Oct 2024.</p>
	<p>School Engagement</p>	<p>HMV explained that she had met with the canteen food provider to relaunch the canteen to introduce more healthy options and get more students wanting to use it. Both face to face and online surveys will be used to see what students think.</p> <p>School has recently introduced "Street Food Friday" for 5/6 weeks to encourage students to try something different.</p> <p>There is a push on positivity and school are trying to do something different each Friday such as holding an event in the square and will continue to look to do more at dinner to prevent students getting bored. Implementation also to try to help improve attendance which is usually lower on Fridays.</p> <p>Raised by PV that a number of primary schools in the area have OPAL (Outdoor Play &amp; Learning) so coming from that to secondary school where there is nothing could be a big change. Not all students may want to attend clubs so good if events are just happening.</p> <p>Praise breakfasts with HMV have continued with nominations based on values. Students are now allowed to bring a friend following feedback.</p> <p>A PV attendee raised that the website stated that students had cards which when completed with stamps/signatures were entered into a draw. HMV confirmed this was out of date but added that instant rewards are given out by mid-day supervisors for positive behaviour where students may get a cookie or a drink and be entered into a draw.</p>		

	Parent Voice in the Community	NC confirmed that they had currently drawn a blank at Poolsbrook venue so they were looking again to hold in Staveley with it being central with a number of buses coming through. Given how close it was to the end of term they were to relaunch it in September and again look at other venues in Poolsbrook and Mastin Moor.	<b>PV in the Community – date tbc by HMV / NC</b>	Dates calendared. First event at Edge Ministry.
	Community Engagement Activity	<p>HMV confirmed that the new Staveley Multi Agency Action Group (SMAG) had already really benefitted the school community with one example being the presence of community officers and serving orders on ex pupils (aged 17/18) stating they cannot come within a certain distance to the school.</p> <p>There has been a bid for Chesterfield Football club to host the summer school and for them to then host their summer school at Netherthorpe and open to the local community.</p> <p>A project is also ongoing with the group and some disengaged pupils which tasks them with raising money for equipment in school, for example basketball nets.</p> <p>The family engagement nights are planned to continue but NC stated he would like to increase attendee numbers. PV attendee commented it may be worth rotating days to avoid always clashing with some people’s working days. It was also suggested they should be promoted with the students as not all parents may read emails – this could be including them in the weekly update.</p>		<p>Camp Inspire hosted for 2 weeks at Netherthorpe Summer 2024 for 4-17 year olds.</p> <p>Family engagement weeks identified on calendar and night will be rotated to increase access to all.</p>
<b>Teaching and Learning</b>	Disruption in lessons	<p>PV commented that disruption seemed to be worse when substitute teachers are used and asked if they knew policies and processes as there is the perception nothing happens if it’s a supply. HMV confirmed that they try not to use external substitutes and will use longer term placements who should know the processes.</p> <p>The main issue remains around consistency and the pastoral handbook, discussed earlier in the evening, will help with this.</p>		
	Ability groups & streaming	HMV noted that for KS3 they are looking to use sets for English as well as maths going forward. For Y7 it would be maths only to allow students to settle with the change taking place in year 8. PV agreed with this and it was commented that this would help with the move to Y10 when students no longer remain with their form.		Mixed teaching groups across KS3 implemented Sept 2024.
<b>Extracurricular</b>	School event	HMV noted that the school event had been paused due to capacity restraints and the school merger. It was suggested that a working party be formed from September to facilitate event planning.	<b>HMV to send out email requesting volunteers for working party</b>	
<b>AOB</b>	Classroom availability	It was raised that an art classroom had not been available during the exams. HMV confirmed that this was due to the moderation of art taking place and that they do try not to use special classes for exams despite often needing a large number of spaces to accommodate the exams.		

	Yr 5 open day	Question was raised as to when the Yr5 open day was. HVM asked for suggestions as to best way to publicise as not sure if messages were always passed on through primary schools. PV commented it was through social media or by going into schools if possible and looking at other events to also get year 5 into the school.		
		HMV thanked everyone for their attendance and attendance through the year. The meeting finished at 19:13		