

**Academy Council Meeting
Culloden Primary School
Thursday 08/10/2015**

Present: Jeff Martin (JM), Ben Carter (BC), Amanda Fox (AF), Aleesa Rahman(AR), Husna Begum (HB), Monwara Khatun (MK), Rajshree Laturia(RL)

Parent/carers: 2 Parent/carers present

Apologies: Sakina Syed (SS)

Meeting commenced: 9:30am

Item		Action
1.	Introduction	
1.1	<p>BC and AR welcomed everyone present.</p> <p>AR welcomed Husna Begum as the new Academy council member. 28% of parents/carers voted and the votes went out to one per family not per child to make the voting fair. AR wanted to stress that 28% was a really good turnout as it showed that parents/carers wanted to be more involved.</p> <p>AR went round the room and asked everyone to introduce themselves. All members introduced themselves as well as a parent who was present.</p> <p>AR to follow up with SS.</p> <p>Member of the ACM and the parent discussed the timings of the meetings; there were suggestions for after school and to accommodate working parents. AR said it was previously suggested 9am after school drop off is better.</p>	
2.	What is Academy Council feedback	
2.1	<p>Points from previous meeting</p> <ul style="list-style-type: none"> • Election of 5th member of the Academy council meeting – 5th member elected and welcomed. • Suggestion box – no current suggestion 	
3.	Principal feedback	
3.1	<p>BC and AR met on Friday 11th to discuss the point to be raised.</p> <p>The new assessment without levels has begun, parents/carers and staff are all clear about the new assessment. All staff are explaining it to parent/carers</p>	

during the parent consultations.

Whole school data – an internal review was carried out during 23rd and 24th November - overall it was judged as pupils at expected levels, however it was identified, handwriting was an area which could be further improved. The leadership team (LT) have met and will be looking at how pupils can be given more handwriting opportunities. The LT will also look in how more opportunities can be provided during Philosophy for children lessons.

Handwriting and how Philosophy for children is taught will be the focus of the January INSET.

Playground

All playground works are now completed.

We are waiting on further instruction on the solar panels.

EYFS gate

The EYFS gate is an exit only gate due to health and safety of both pupils and adults. It is not possible to have more than one member of staff at this gate as it would be less staff in class which would affect the quality of teaching.

AF – during summer term when EYFS pupils were dismissed half day, it used to get congested and very dangerous.

BC- the long term plan of the Aberfeldy Estate will mean that exit will no longer exist.

Home school support worker

Monwara Khatun (MK) will be invited to all ACM meeting to promote parentview and address parent/carer needs.

MK is happy to organise workshops at the Aberfeldy café for parent/carers who do not have access to a computer.

HB raised a concern over DSB parents not having access to this as their children come on the transport

	<p>and therefore not being able to attend.</p> <p>MK suggested that they tie in a workshop with the annual reviews. HB thought that an allocated day and time would be better.</p> <p>MK clarified parentview had to be completed every academic year by parents – this was not clear to all present.</p> <p>It was decided that MK would need to send out communication to all parent/carers making it clear it needs to be completed every academic year.</p> <p>Upcoming events</p> <ul style="list-style-type: none"> • Geography hook day – letters have been given to parents/carers – will take place in January. • 02 Young Voices Choir concert – January – pupils in Choir will participate at the 02 with around 4500 – 8500 pupils from all over London. • YR6 Boat show visit • KS2 will visit the Unicorn theatre in February • After the February half term the topic will be Christianity • After the Easter break the topic will be personal finance • There will be a workshop for year 4 on violin 	
4.	Open forum	
	<ul style="list-style-type: none"> • Timing of the ACM meeting – this was again discussed amongst all members and agreed to keep it to 9am. • RJ raised concerns about too many events in one week and it's difficult for working parents to attend all events. BC responded to RJ by reassuring her with regards to the parent's consultations – this was flexible and appointments to suit the parent can be made with the class teacher. With regards to the winter fair and the concerts, he explained that this had to happen when staff are available and when the children are ready. Moving it will mean extra cost to the school as the music teacher works as a consultant across the trust. 	

	<ul style="list-style-type: none">• MK wanted to let parents know about the winter fair. Last year was a success. She needs parent/carers to volunteer and donate cake, old toys and books to sell. The parent/cares can decide on what they would like to do with the money raised.• Parking – AF was very concerned about how parents/carers were parking around the school. She is concerned about the safety of the children and the adults. BC said previous texts and a flyer were sent out regarding parking; this can be sent out again. BC and the premises manger have stood outside the school monitoring, but this is not a long term solution. BC has suggested that the ACM members help change the behaviour of the parents/cares by modelling and enforcing walking to school. It is going to take time to change but it is up to the members to start reinforcing and setting the expectation. The development of the Aberfeldy estate will only make it worse. An application for a zig zag done has been made. AF would like this to be kept on the agenda. A discussion took place regarding how best to educate parents. A suggestion was made for a healthy living and road safety assembly for parents/cares. MK to also organise basic information on obesity awareness which includes the DSB parents.• AR raised concerns about the parents/carers who cannot communicate in English and will not get involved. It was agreed that translators and support will be given to those parents/cares so that they can have a voice within the school community. JM enquired whether CPA was still holding ESOL classes for parents. MK said they ran ESOL for last year but this year there were running Mathematics classes run by the Idea store. This is free for all parents/carers.• RJ wanted class teachers to send out topics the	
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pupils will be studying during the term. BC informed her that this already happens. Letters were sent out each term regarding curriculum and core knowledge, where it states the subject the year group will be studying.

- MK had to leave the meeting due to a prior appointment, but said parents/carers and the ACM members are welcome to email her. Email address is: monwara.khatun@paradigmtrust.org
- AR asked if parents/carers can remain anonymous. Parent/carers were worried that if they raised a concern in this forum, it would have an effect on their child in the classroom. AR suggested queries of that nature go to the principal or the ACM members in private.
- JM wants to improve communication and suggested that the minutes/agenda and issues go on the school website.
- AR is worried that there were no suggestions for the agenda; she questioned "how do we improve this" – a discussion took place and a few suggestions were made. AF suggested they addressed the parents during the choir concert.
- It was suggested by a parent; the newsletters should have a section on ACM and have photos of the members. Parents usually know the face but not necessarily know their name.
- It was also decided that the ACM would have a separate newsletter and send it out twice each term.
- The next ACM meeting will be on Monday 18th January 2016 at 9am

RJ had to leave

- Security – a Parent was concerned about the security. She has noticed that many families know the security code for the outside gate. When the hall doors are open its easy for outsiders to enter the school building.

HB suggested CPA adopt a fob system for the outside gate. BC said there would be a

	<p>big cost to the school. BC clarified the code was change frequently, but that can change. AF suggested the message was reiterated at staff meeting – to make sure all members were careful and alert when entering code, to make sure other parent/carers or children were not looking.</p>	
5.	Celebrations	
	<ul style="list-style-type: none"> • AF enquired about the progress of the pupils and BC responded with the outcome of the internal review was that most pupils were working at expected level. • CPA hosted a London School development day for EYFS as part of the Gold Club programme. • CPA also received a “thank you” letter from the master from the Mercers’ for taking part in the London Mayor’s parade. 	
6.	AOB	
	<ul style="list-style-type: none"> • Rota for minutes • Photos for the newsletter 	