

**Culloden Primary A Paradigm Academy**  
**Academy Council Meeting**  
**02.07.24**

**Chair:** Hassan Aden

**Vice Chair:** Anton Chambers

**Council Members Present:** Mohammed Rahman [MR], Sultana Siddiki (SS), Anton Chambers [AC], Monzo Ara Khatun [MAK], Hassan Aden [HA]

Other attendees; Tahreena Ward (TW) Jeff Martin (JM)

**Minutes:** Tahreena Ward

**Apologies for absence:** N/A

**Parent/carers:** N/A

**Meeting commenced:** 9:10am

Item	Discussion	Action
1.	<b>Introduction and Apologies:</b> No apologies	
2.	<b>Feedback from the last Academy Council meeting:</b>  -Tahreena updated forum about attendance remains a focus and that in September teachers will reinforce this message. Parents will also be reminded about the importance of attendance during the school year. Procedures are being followed to tackle attendance (meetings with parents, letters sent, FPNs). New guidance on fines for parents as of September. -Home School Agreement is being written by Taherena and will be shared with parents in September. -Cleaning company have been notified that jobs have not been completed t a high standar. Staff have become better at reporting this to the premises team. -Kitchen staff have been spoken to to about ensuring all pupils have access to the same food (desserts and salads)	
3.	<b>Summer term update</b> <b>Y6 production 12th July</b> <b>y6 leavers assembly 19th July</b> <b>EYFS summer concert 17th July</b> <b>Reception Graduation 10th July</b> <b>Y1-Y6 summer concert 16 th July</b> <b>Summer Fair 17th July</b> <b>Nursery visiting Chalkwell beach</b> <b>reception visiting London Zoo</b> <b>Y1-Tumbling Bay</b>	

	<b>Talent Show 22nd July</b> <b>Y3-informal meal</b>	
<b>4.</b>	<b>Open Forum:</b> -Parent raised a concern regarding how safeguarding issues are dealt with and how parents are informed. This is relating to a recent incident that happened at the school which generated a lot of rumours. Taherena responded and informed that LBTH and the LADO will immediately be informed. Parents were notified the next morning. In future, to inform parents on the day to alleviate and dispel any rumours. -Parent raised an issue about the Nursery pupils being left unsupervised at 2.55. Tahreena to speak to the EYFS team. -Parent raised an issue about the number of 'dress up' days for pupils. Tahreena explained these were attendance initiatives. No need for parents to buy outfits but get creative. This will be made explicit to parents. -Anton acknowledges that processes and procedures do need to be followed in a timely manner and the constraints this may have on the school when incidents occur. Acknowledged that this is happening within the school.	AC members are notified of any issues that relate to the whole school so that they are informed in a timely manner. Set up an AC member text group.  Find out what social media groups are set up that may impact on the school
<b>5.</b>	<b>AOB:</b> <b>Hassan and Anton both were able to speak to Bill about the school. Anrton will feature in the next CEO blog and others to send in their bios to Bill.</b>  <b>Jeff will be needing his term as Link Director as of April and Caroline Wagstaff will be the new link director. She will be attending the Talent Show on the 22nd July.</b>  <b>Thank you to HAssan and Mohammed for speaking to the Y6 pupils about their careers.</b>	CEO blog to be made accessible to the AC members.
<b>6.</b>	<b>Agree time and date for next meeting:</b> Dates for the year ahead tbc	Muhammad to send out dates
	The meeting finished at 10.00 am	