

**Parent Forum
DRAFT Meeting Minutes**

Tuesday 17th June 2025, 5pm via Teams

1) Welcome

All were welcomed to the meeting and introductions made.

Present:

Genevieve Wardle –Governor and Chair of Parent’s Forum	E Hobbs – Y7 parent
Sarah Noble – Assistant Headteacher	K Richardson – Y11 and Y6 parent
Siobhan Dowd - Assistant Headteacher	S Whalley - Y11 and Y9 parent
Fiona Lane – Y7 RSL	D Fletcher – Y6 parent
Katie Dodsley – Clerk	L Dymond – Y8 and Y6 parent
	M Cornah – Y6 parent
	Wendy – Y8 parent
	H Barham – Y6 parent

2) Minutes of the meeting held on 25th March 2025 - approved.

- a) Any matters arising not covered by the agenda – none.
- b) Matters raised via the Parent’s Forum Questionnaire (answers from newsletters):
 - a. Add to future agendas – information on sports leaders and other leadership programs
 - b. Shorts as part of uniform
 - c. End of Year apts/tutor parents evening

3) Year 6-7 Transition – F Lane

Transition is next week and parents have been contacted with details. The only issue seems to be with buses as routes have changed so there will be further correspondence about transport. Parents were asked for any feedback:

- Found communications clear, not overtop, clear and informative. Have asked questions and received quick responses. Feel prepared so can prepare child.
- The information pack was useful to go through with children. Some concerns about buses came up in a WhatsApp chat but information was shared. Children are looking forward to coming.
- The process is very efficient and they are very happy with everything. Thank you. Looking forward to it.
- Information has been helpful.

Action: parents to let Miss Lane have any feedback before the next meeting on the process, once students start in September.

A parent asked if buses were available for the SEND induction days. Bus places have not been allocated and students are to be dropped off and collected. Miss Lane can be contacted if there are any issues.

4) New Mobile Phone Policy – S Dowd

S Dowd gave an overview of the new policy being introduced. DfE have been asking schools to consider access to mobile phones in terms of wellbeing. A lot of research has been carried out and funding and donations have been received to fund the pouches.

A Y9 group piloted the pouches and then they were rolled out to the whole year last week. They have said using them hasn’t changed routines much. There were concerns about time to open the pouches but students have picked it up easily and quickly. All students get a pouch to borrow for 5 years. There is a voluntary Y8 pilot taking place. A good range of students volunteered and they also

said there is not a lot of difference. The plan is to roll out pouches to all Y8 next week. A staggered leave time will be temporarily used if needed to help with unlocking at the end of the day. It was asked if any students have lost their pouch and what happened. One student lost their pouch on site and it was found, the lost property system worked. It was asked if the pouches are mandatory for all. It is. Y6s receive them in September. They will see them first but not use immediately, will have practice
Any queries to office@abbey.college

5) Fundraising and Finance Update

The main source of income is the uniform shop. The school benefits from the funding to provide extras. Funds were allocated and not much remains but there are more shops coming up to boost funds. There is the easy fundraising link.

The art department have benefitted from a donation and benefits are seen across the school.

6) Items for the next Agenda

- Boost attendance at meetings.
- Maybe have some generic items e.g. Welfare or Ask Tell Remove system
- There is a meet the tutor event at the beginning of the year and could have PF after to ask questions and get feedback
- Information on sports leaders and other leadership programs

7) AOB

Thanks were noted to all for their time to support and for feedback.

8) Date of the Next Meeting: TBC