

Parent Forum Meeting Minutes

Wednesday 20th May 2026, 5pm via Teams and in the Boardroom

1) Welcome

All were welcomed to the meeting and introductions made.

Present:

G Wardle – Governor and Chair of Parent Forum

S Dowd – Assistant Headteacher

G Craig – Assistant Headteacher

K Dodsley – Clerk

A Tuckwell – Year 7 Parent

Jo Hutchcraft – Year 7 Parent

C Browne – Year 8 Parent

M Szum – Year 7 Parent

Wendy – Year 7 & Year 9 Parent

K Beebe – Year 7 & Year 12 Parent

Rebecca – Year 8 Parent

A Szajnowski – Year 7 Parent

2) Minutes of the meeting held on 11th February 2026 – approved.

a) Any matters arising not covered by the agenda – none.

b) Matters raised via the Parent's Forum Questionnaire.

Questions regarding the school site were addressed under the Buildings Update.

3) Buildings Update

The school needed improvements due to an outdated infrastructure, being environmentally inefficient and the increasing demand for places in a growing catchment.

Funding (approx. £12 million) has been secured through refurbishment funding, heating upgrades, growth funding, loss of land and buildings and sixth form expansion linked to lack of local sixth form developments (Alconbury Weald). To make the most of the money available, plans include a mix of refurbishment of existing buildings and new construction.

It was asked what the timescales for completion are and it was noted that the Oswald building should be complete November 2026 and remaining works complete October 2027.

Construction will be busy and students will need to be mindful during lesson changovers so that builders can communicate safely. Students will be contributing to the project through artwork for walls, landscaping, solar panel calculations, gardening and work experience opportunities.

Carparking was discussed. There will be 135 spaces, including visitor parking. There was some concern about losing aesthetics and green areas but green spaces around the site will be maintained.

It was asked what the style of toilets for students will be. They have been designed to balance privacy and safeguarding and they will be supervised and monitored areas, with CCTV in appropriate areas. Student feedback indicates a preference for staff presence. Designs are similar to other schools but adapted to fit the site constraints, such as narrow corridors.

It was asked if intake is increasing if there will be resources to cover this. The school receives growth funding to support increases and there is already recruitment underway for next year.

Any further questions can be sent to Mrs Craig.

4) Fundraising ideas/planning

A quiz event was discussed. It requires further planning and volunteers and it was agreed that it should be in the Autumn term. Other points were:

- Costs must include staff overtime
- Tickets can be sold via MCAS
- No alcohol or licensed music permitted
- Refreshments could be included
- Potential involvement from school band/groups
- A Tuckwell offered to design a poster
- It would be better if there is a clear fundraising goal or project

Pre Loved Uniform Shop: There is a routine in place for opening monthly. Staff visiting primary schools and involved in transition will promote the shop with Y6 families, but the Facebook page needs promoting. S Dowd has researched starter packs as previously discussed but costs do not make it viable so this will be on hold for now.

Funding was provided to the Biology department for equipment for field work and this has now been purchased. Pictures will be taken for promotion.

5) Items for the next Agenda

To be confirmed.

6) AOB

It was asked if there is a WhatsApp group for PF members. There is a small group for shop helpers and those wanting to do a bit more. If members would like to be added, they can email G Wardle/K Dodsley with their number and they will be added.

It was asked what the transition process is for students moving up years. Year 7 has a non teaching RSL (Raising Standards Lead) and this changes in Y8 with the remaining years have teaching RSLs. Y7 will meet their new RSL soon for a period of transition and this RSL

(Miss Witten) will remain with the cohort until the end of Year 10. She will help students prepare for Y8 and will support with things such as choosing Options.

There was an observation about the Options evening this year. The leadership stalls were at the back of the hall but there was not an option to see them as there were two talks which meant the hall was in use. S Dowd will feed this back to organisers.

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

7) **Date of the Next Meeting:** Wednesday 1st July