

	PTFA Meeting			
	MINUTES			
	30/11/2021, 6:00pm - 7:20pm			
Chair:	Ms Grover			
Attendees:	See separate tab			
Agenda Item	Action Points	Who	Deadline	Completion
1. Welcome	Ms Grover welcomed all attendees to the first on-site PTFA meeting, in over a year.			
2. HT's updates : Miriam Manderson Examinations	Year 11s are in the middle of their mock exams. Due to the pandemic, there have been a few students who have needed rules and expectations reinforced.			
	DFE has now finalised decisions for Summer exams 2022. Schools should assume that exams will go ahead albeit with adaptations in some subjects. We are expected to still collect evidence, should TAGs be required.			
Recovery Premium	We are organising the use of this money to focus on additional support and tutoring in Years 7, 12 and 13.			
Covid-19	Currently 90 student confirmed cases or students self-isolating - mostly in Years 9 and 11. Also a few staff.			
	On Saturday 27 November, the PM announced new temporary measures following the emergence of Omicron.			
	On Sunday 28 November, the DFE announced the measures as they apply to education and childcare.			
	The government has asked all secondary schools to test students on their return in January.			
SIMS Parent App	Parents have been in touch, when experiencing difficulties, and have been provided with support from staff.			
	Difficulties registering: parents need to close all background Apps (e.g. WhatsApp), and then go back to the App on a fresh screen. It will sign you back in as normal and enable the registration.			
	Discrepancies with points: staff must click 'resolved', so that all points are seen by parents.			
Lunch card/passes	This was resolved for students about whom we had been alerted in the previous meeting			

Recent Events	Year 11 Striving for Excellence evening - very well attended			
	Year 7 Settling-In Evening			
	6th Form Prospective Parents Evening			
	Year 7 and Year 11 photos			
	Successful financial audit			
	Year 11 study skills day			
	A/AS/GCSE public exams - Autumn season			
	Synergy Theatre Company performance to Years 9 & 10 about County Lines (Safeguarding)			
	Autumn Music concert			
	Year 8 Battle of the Bands			
	Online Year 9 parent consultation evening			
	Latest Safeguarding Newsletters have been published and shared with parents			
	Youth Health Champions: a small group of students undertook two days of training. They have already given a presentation to the senior leadership team.			
	A new school counselling service is operational. A referral system has been launched and sessions have started.			
	A complete refurbishment of the Food Tech room was completed, following flooding earlier this year.			
Devices	Business2Schools - we sourced 60 monitors from this company			
	We have ordered a further 88 DFE laptops. Together with Nazreen Visram's fundraising, this will go some way with our vision that every student is digitally furnished.			
	Money from Nazreen's fundraising: with £3027 raised and the additional devices that we have sourced, we will look to ensuring that all disadvantaged students have access to a device. Any surplus monies will be used to support the purchase of top-spec teaching tools, as part of our digital strategy.			
Charity Work	One of our Assistant Head Teachers (Mrs Batt) is collecting donations for 'Together100'. We will also organise contributions for the Harrow Food Bank.			
Homework	We have begun rewarding teachers who are setting the most homework in an effort to keep this at the forefront of minds. Our website has been updated with homework expectations, for staff, students and parents. We now set detentions for students if they are having difficulties in completing homework, which seems to be having a positive impact.			
Extra-Curricular activities	These are up and running. Some are still growing and evolving - hence TBC on our website.			

	We will soon appoint a lead for the Duke of Edinburgh programme. The staff member will undergo training before we can advertise to students.			
Litter Picking and 'Green' initiatives	Year 8 are going green! Mr Williams (present at the meeting) explained:			
	Tutor Group and Year Group 'Green Reps' have been appointed in Year 8. The Year Council has also met and discussed ideas.			
	The Battery Challenge - collecting batteries for recycling has proved very popular with Year 7 and Year 8 students. TGs have been rewarded with Teamwork points.			
	We will look to helping reduce waste and focus on recycling, such as single use plastic bottles, food packaging and littering.			
Trips and Activities to date	From 1st September to 17th November, there were 15 off-site activities and two on-site activities, including a Year 10 Problem Solving day and a Year 11 Learning Performance session.			
Challenges	Current challenges include staff absence, impacting upon workload and time of others.			
3. Parent Q & A				
Ms Layne	Why is there no main door to one of the girls' toilets? Lack of privacy, especially for girls adjusting their hijabs.			
	<i>Mrs Manderson: We want to get new toilets! This measure is for J Block toilets, as it needed higher levels of staff supervision to stop girls congregating. There is still privacy. We will get new mirrors in other toilets.</i>			
	<i>No 'vote' for unisex toilets from parents who attended meeting.</i>			
Mrs Farooghi	1. Is there supervision of the other toilets?			
	<i>Mrs Manderson: There are offices situated near the majority of toilets, around the school.</i>			
	2. Is it possible to remind students of school rules, e.g. make-up, jewellery, mobile phones? Her child is saying that she is not being challenged re. make-up. She also phones mum during lunch time.			
Mrs Rahimzai	Also aware that student are using their phones in lessons, to take videos.			
	<i>Mrs Manderson: Make-up and jewellery should be checked by tutors. Will reinforce all the above via Heads of Year and tutors. If a phone is seen or heard, it will be confiscated.</i>	Heads of Year		Regular checks are made. We will aim to carry out these checks more regularly.
Mrs Fernandes	A recommendation that InvestIN could be a useful careers resource for the school. https://investin.org/pages/choose-your-career?gclid=EAIaIQobChMI56WPzZeY9QIVSertCh1lowEBEAAAYASAAEgZG_D_BwE			

	<i>Mrs Manderson: Thank you - we will pass this onto Mrs Subra.</i>	SBS	ASAP	This has been passed on.
Mr Alavi	1. Concerned that older son is falling behind in science, due to prolonged teacher absence (Ms Acharya).			
	<i>Mrs Manderson: Aware that the supply teacher taught a different unit in error. Was referred to Head of Department and he is no longer here. Reassure your son to hold on. With departmental re-arrangements, he should be able to catch up, particularly with practical work. We will pass this on to Head of Science.</i>	DSR	ASAP	Ms Acharya has returned, and she will ensure that all her classes are up-to-date.
	2. Thank you to Welfare, for their support of his Year 7 son.			
	<i>Ms Grover: Thank you - we will pass this on.</i>	HG	ASAP	This has been passed on.
Mrs Tucker-Douglas	Remote Learning, when son was off with Covid - some work was set, but not enough. Could there be cameras in classrooms, so that children at home can access the lessons?			
	<i>Mrs Manderson: We can not set work (legally) if a child is off sick, only if they are isolating.</i>			
Mrs Brown	1. Year 8 tests: it would help to have more guidance when children are doing tests.			
	<i>Mrs Manderson: Best to contact specific staff member, who can provide detailed guidance.</i>	MSM		This feedback has been shared with HODs, so that subject teachers can give clearer guidance for future assessments.
	2. Daughter's class is kept being kept beyond 3:05pm on alternate Tuesdays by science teacher.			
	<i>Ms Grover: We will follow this up.</i>	HG & DSR	ASAP	This has been passed on.
Mr Sahay	1. What community service does the school have in place? Are there any age restrictions?			
	<i>Mrs Manderson: Happening in the 6th Form. Best advised to contact Harrow Council or local care homes.</i>			
	2. Maths assessment - some questions were very difficult. Wondered how such questions came about, as the class had not been taught such content.			
	<i>Mrs Manderson: Your son is being challenged! Best to contact the maths teacher.</i>			
4. AOB	Could the PTFA look into organising an event, such as a quiz night?			

	<i>Ms Grover: We have held quiz nights in the past, but due to a lack of interest, these could no longer be organised. We can look to organise one for March 2022, but will need support of PTFA parents to encourage other parents to take part.</i>	HG	Next term	
5. Close of meeting: Hareeta Grover	Thank you to everyone who attended.			
	The next meeting will be on MS teams, on Wednesday 26th January, 6pm - 7pm.			