

PTFA Meeting				
MINUTES				
25/01/2023, 6:00pm - 7:00pm				
Chair:	Ms. Grover			
Attendees:	See separate tab			
Agenda Item		Who	Deadline	Completion
1. Welcome	Ms. Grover welcomed all attendees to the meeting.			
2. HT's updates : Mrs. Manderson				
Various events since the last meeting	Academy Day, Year 11 mock exams and results day; 6th Form mock exams; Year 9, Year 11 and 6th Form parent-teacher consultation evenings; Winter Concert; Christmas Jumper Day; Year 7 disco, Charity Appeals; Careers Fair. Also:			
Staff Professional Development Day	Another high quality PD about Teaching & Learning was delivered to classroom based staff			
Year 11 & post-16	The post-16 guidance interviews have taken place with members of the Senior Leadership team			
6th Form	Year 13s are receiving their university offers. Congratulations to one of our Year 13s. She has been offered a place at the University of Oxford, and is the first female Rooks Heath student to have done so, to read a STEM subject			
Classrooms	Classrooms have had installed new, Clevertouch, screens. A welcome addition to help with Teaching & Learning.			
Buildings	Securing money for a new teaching block has been successful. We are waiting for the go-ahead to start building. Possible finish in October 2023.			
IT issues	We have been working very hard to get students back onto our IT systems. There are only a few students left.			
Staffing	We are now fully staffed in maths. The maths departments is also providing various interventions, e.g. booster sessions for exam students who are below their target grades. We are currently missing a music teacher and 2 PE teachers.			
Heating	There was a boiler issue on 9 January. We had not choice but to send students home early that day.			
Strike Day	A letter has been sent home about this. Non-striking teachers will provide work.			
Challenge Partners	We have had a former Head Teacher of a local school visit us, to provide feedback on our strengths and areas for improvement. A team from Challenge Partners is with us next week to do the same.			
3. Mr S Wilson (Most Able Coordinator)	The 'Most Able' are the top 5% of students in a Year Group			
	The programme allows students to meet each other, to socialise and engage in friendly competition			
	The groups meet once every two weeks			

	Students are encouraged to extend their knowledge outside of the classroom. They undertake projects linked to various STEM topics.			
	Hopefully we can create a Most Able team, on Microsoft Teams. This will help to remind students about attending their sessions.			
	Students can be added to / taken off the Most Able programme.			
4. Parents				
Mrs Visram (via Mrs Fernandes)	Any trips in the pipeline for Year 10?			
	<i>Mrs Manderson: Mr Sharp will be able to advise</i>			
	Is there any movement regarding the Duke of Edinburgh scheme?			
	<i>Mrs Manderson: Unfortunately, not.</i>			<i>We will continue to work on this.</i>
Mrs Fernandes	Meeting already booked with Mrs Manderson, to raise some issues.			
Mr & Mrs Chandarana	Daughters are happy at the school, but the state of the toilets is a big concern			
	<i>Mrs Manderson: Showed parents the rebuilt 6th Form toilets. This is the style of toilet facility that we want across the whole school. Once we can secure funds, this big project can start.</i>			
Ms Layne	Concerned about the use of toilets policy. Students may feel anxious about approaching staff, if they need to use the toilets during lesson time. Even more, if the teacher may not allow them to go.			
	<i>Mrs Manderson: Staff should use emotional intelligence. It may be possible to come to an arrangement for certain students, with the Head of Year . Our timetable allows to go at reasonable times of the day.</i>			
Mrs Patel	No concerns			
Mrs Jawad	Thank you to all staff for everything that they do for the students			
	Congratulations for the very successful Careers Day			<i>We will look to invite Mrs Subra, Careers Coordinator, to the next meeting.</i>
5. Ms Grover	There will be another Quiz Night! Friday 24th March. There will be an email, with details. Start organising your quiz teams!			<i>The Quiz Night will be advertised soon.</i>
	Thank you for taking the time to attend the meeting this evening. As ever, your support of the school is highly appreciated.			
	The next meeting will be in school on Monday 13th March on Microsoft Teams at 6pm . Please note that this date has been changed from the 7th March.			

