

UAE Parents & Families Association

Present 07/12/17: John Taylor (UAE), Rob Harding (UAE), Imogen Fletcher-Blackburn (UAE), Jennifer Lawrence (UAEPFA), Jane Wallace (UAEPFA), R Dabeiva, B Chen, R Dabeva, L Cooper, M Parchment, A Durojaiye, M Joseph, P Mgbaji (Parent Gov)

Present 08/12/17: John Taylor (UAE), Rob Harding (UAE), Imogen Fletcher-Blackburn (UAE), Jennifer Lawrence (UAEPFA), Moniya David (UAEPFA), P Mgbaji (Parent Gov), I Mafla, K Menjor, J Alvorez, O Akinola, S McDonald, M Flores, C Mamani, A Ofon, A Abdisamad, Mariata, P Pinto, M Hussain, K Awe

MINUTES AND ACTIONS OF THE MEETING HELD ON: Thursday 07th December 2017, 6:00pm – 7:00pm and Friday 08th December 9:30am – 10:30am

		ACTION
1.0	Apologies Sadie Robinson	JL (UAE PFA)
2.0	Feedback on the Community Leaders Evening	RH(UAE)
	<p>The Community Leader is the most important adult in the school for the student, as this is the person that they see every day. The community leader gets to build a very good relationship with students and parents.</p> <p>The evening was a success and was well attended mainly by year 7 parents.</p> <p>The communities of Earth, Fire, Water and Air are important as they bring a sense of competition between communities in sports. This will soon be extended to Arts.</p>	
3.0	Feedback on the GCSE evening	RH (UAE)
	<p>Rod Harding was given a new role to look after the year 10 students and their progress. The focus of the GCSE evening was to raise the profile of the GCSE exams and to explain the different subject areas.</p> <p>Members of the Senior Leadership Team will attend more year 10 lessons and a formal mock exam will be set up after Christmas. The information from the mock exams will help to identify where students are academically.</p> <p>Rod will coordinate with departments and give head of departments more support.</p> <p>There were more year 10 students attending the extra curriculum study session after school.</p>	

4.0	Parent Governor - update	RH (UAE)
	<p>The school has a legal requirement to have a governing Board. The board wants to add more parent governors. These positions are open to any parent at the school. There are two vacancies for parent governor. The governor is responsible for making decisions about the school. The parent governor will need to attend three meetings in the year plus any others from subcommittees.</p>	
5.0	DBS checks	JT (UAE)
	<p>The Disclosure and Barring Service was previously called CRB. The checks show any convictions and cautions that a person may have. A DBS certificate that is valid and in date can be used temporarily if an adult wishes to work unattended with students at the school.</p> <p>The school will set up a system for those who may want to volunteer and will need a DBS check.</p> <p>Currently, any parent needing one will have to apply. The cost is currently between £26 and £44. They are free for volunteers.</p> <p>Ideas for how people could volunteer include as Mentors and Academic tutors.</p>	
6.0	Community Volunteering Update.	JT (UAE)
	<p>The school has looked at ways students can engage with the community outside school. The school wants to develop a sense of social responsibility in students. This will be in partnership with Nottingham Housing Association. The school will recruit two duty managers with added responsibility to engage with the community. From September every student will be involved with a community project either outside or inside school.</p>	
7.0	UAE sponsored charity 2017-2018	IFB
	<p>The school has raised £2,000 for a charity that granted WISHES for terminal ill youths. This year the communities (Earth, Water, Fire and Air) will be supporting four different charities.</p> <p>Earth Raising funds for the UAE Water Supporting the local charity, Southwark Mind Fire Supporting the national charity, Cancer Research UK Air Supporting a global charity, Water Aid</p> <p>Each community aims to raise £750 for their charity. Ideas will come from the students, with lead help with enterprise skills.</p> <p>There have been four events so far including a fringe festival, a school raffle, a games session and an eating competition.</p> <p>Students will organise a family fun day and come up with ideas for stalls.</p>	

8.0	Fundraising for UAE	JL
	<p>Ideas for fundraising could include</p> <ul style="list-style-type: none"> • Parent Academic Skills • Show talent • Get a licence from Southwark, so that an external raffle can be done. • Refreshment stalls at school events. 	
9.0	Up and coming events	JL
	<p>The school will hold an End of Year show for the summer term.</p> <p>A parent has requested that the school produce a paper copy of a Newsletter, which could list up and coming events.</p>	
10.0	Any Other Questions	
Question 1	<p>One parent asked if the school still issuing homework. The Senior Management Team needs to improve homework clubs and monitoring of homework. Homework will move to online platforms using Google Classroom.</p>	
Question 2	<p>Christmas period revision booklets can be useful. Year 10 tutors will provide revision packs, and add revision on My Maths and Mathwatch.</p>	
Question 3	<p>Will there be more opportunity for competition outside school? The school has organised a debate with Dulwich College.</p>	
Question 4	<p>Parents would like notification when their child gets a detention, either in their school diary or by text.</p> <p>Every week communication will be sent to parents regarding detentions students have had in the week.</p> <p>There were issues with the reading list for some students and the books that they can borrow from the library.</p>	

Action Taker: Jennifer Lawrence

Action Taker Rota:

Date of next meeting: Thursday 8th February 6:00pm – 7:00pm
Friday 9th February 9:30am – 10:30am

<i>Glossary:</i>	
UAE	University Academy of Engineering Staff
UAEPFA	University Academy of Engineering Parent and Families Association
SBU	South Bank University Trust
SLT	Senior Leadership Team
JPL	JPL Caterers - starting in September

Signed:

Date: