



**Date:** Wednesday 13<sup>th</sup> March 2024 | 17:00 – 18:00 (via MS Teams)

**Attendees:**

F Corcoran (Principal)	J Arda (Assistant Principal)
Aidan Keightley (Hannah Y9)	Kerry-Ann Long (Kalum Long Y7)
Jacqueline Merville (Jeremiah Y7)	Macrui Dostourian-Moppett (Nico Y10 & Andrea Y9)
Giulia Mastroianni (Gaia Y7)	Samantha James (Elisabeth Y7)
Simona Bartocci (Leila Y9)	Dorota Barczak (Nicole Y9)
Benedicte Gercke (Lilly Y8)	Tsega Fessehay (Abiel Gebrezgi Y7)
Funke Jenfa (David Y13)	

**Apologies:** Darren Koh (Matthias Y8), Rachael Souter (George Y7)

This afternoon's meeting began with a commemoration to Maebh Glemser a founding member of the Parent Focus Group who passed away on 25<sup>th</sup> February 2024. Ms Corcoran led with a tribute and prayer. May she rest in peace.

A reminder that the Parent Focus Group looks at matters arising that are College wide. Any individual issues related to your child should be addressed via their Leader of Learning.

### 1. Minutes and matters arising

- Mr Arda reviewed the college website information by publicising key dates for upcoming reports, parent evening events, and college events. These dates were sent via EduLink to parents. Parents notified as to when reports are released as per the assessment calendar.
- Mr Arda checked HW is set on Google Classroom with sufficient time. Heads of department have reminded their teams to ensure teaching staff follow this process.
- In the recent Year 7 parent survey, this has been very positive about the college. In terms of the curriculum activities, these are shared with parents on our website. There have been a couple of comments about Year 7 parent evening taking place too late in the academic year. The date was moved to the current time, because its previous time was deemed too early in November. To schedule seven parent evening events is very challenging and the college seeks to address the needs of as many parents as possible. We have other face-to-face events such as the well-attended Learning Performance workshop in February and Curriculum Evening in September.
- The Friends of St Michael's organised refreshments for the Christmas Concert on Monday 18<sup>th</sup> December. Thank you to our seven volunteers who raised £165.61. The total to date is £490.58.

### 2. Updates from the Principal

- St Michael's are now in the last couple of weeks to the move to the St Benedict Multi-Academy Trust (MAT). The Archbishop supports the college's move towards a MAT. The college shares practice with other schools.
- Due diligence is taking place as the move is finalised with financial processes in place. The directors (Governors) of the four founding schools are reviewing information of which will be shared after Easter information.
- Staff development and sharing practice will be formalised. The schools are working together to share the Catholic Life and Catholic Social Teaching.
- Students have conducted themselves well during the mock examinations.
- Since the pandemic, the first school production 10 Things I Hate About You is due to take place Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> March. The drama production helps young people to develop with a range of roles from behind the scenes through to the performance.



- Furthermore, St Michael's continues to provide a wide range of enrichment opportunities. Career events with a focus on girls and science and engineering, World Book Day assemblies, women in education with our Head of English along with International Women's Day have taken place.
- A focus on Diversity and Inclusion attended by our mayor including a time capsule.
- At the start of Lent, students during the sixth form trip in Berlin took ashes to commemorate Ash Wednesday. Reconciliation services have taken place with student participation. Charity Fridays have fundraised for organisations such as the Make A Wish Foundation. Students use Lent as a time for reflection.
- The college is fully staffed, oversubscribed and had over 200 interviews taking place for our sixth form, which continues to grow. By September, the college anticipates the sixth form will be full.
- St Michael's continues to give opportunities to students academically and develops the whole child with enrichment and trips alongside their learning.

### 3. Parent information – what do parents need?

- At different stages of a student's schooling, parents require different information. Mr Arda thanked parents for their contribution to the college and wanted to take the time to ask parents directly about information they might find helpful to support their child.
- **Assemblies:** Some assemblies have exceeded the allotted time. Solutions were explored to improve time management.  
**Action:** An EduLink message to be sent so parents of a year group are informed.
- **Student Support:**
  - **Homework:**
    - Desire for homework support with Seneca.
    - Request for short subject-specific video tutorial to support learning challenging topics.
    - Inquiry about offering after-school clubs focused on homework help.
  - **KS4 Options:** Ms Sayed will organise taster lessons for subjects outside the KS3 curriculum to aid student and parent decision-making for option choices (April 23rd) and advice can be sought from subject teachers in the same week during Year 9 Parents' Evening (25<sup>th</sup> April).
  - **KS3 Science Support:** Students were encouraged to utilise available resources and consult with their science teachers directly for additional support. Parents with individual subject concerns can also phone the college to arrange a discussion with the relevant teacher.
  - **Online Resources:** The possibility of creating subject-specific video resources with links, hints, and tips was discussed (e.g. Sparx Maths, Computer Science).
  - **Social and emotional aspects of learning:** including time management and organisation skills. The college offered the Learning Performance workshop for Year 7, which was well attended in February.
- **Online Safety:**
  - The importance of online safety education was emphasised and parents value the slide presentations that are sent to them after assemblies are delivered.
  - Follow-up actions needed regarding online safety education for students and parents. Do students/parents know how phones are used in school e.g. breakfast club to ensure consistent communication?
  - Inquiry about parental practices for phone use (confiscation at night, breakfast club usage).
- **Communication:**
  - Clarity regarding the school's behaviour and achievement tracking system, including the warning system, was requested.
  - Difficulty with EduLink message categorization was discussed. A suggestion to contact the provider regarding adding message headings was raised.
- **Y7 Parent Survey:** A follow-up on the Y7 parent survey results will be conducted.
- **EduLink:** Parents expressed that it would be useful to change the subject headings so that parents can distinguish important reminders.



- **Action:** Mr Arda to check with our support staff if EduLink message headings can be amended.
- **Action:** Mr Arda to organise videos or workshops regarding learning platforms such as Seneca, Sparx or computer science. Also time management, organisation skills or the college behaviour system.
- **Action:** Mr Arda to liaise with the School Nurse about good practice for wellbeing with tips for parents.

#### 4. Friends of St Michael's (FOSM)

- Key dates for upcoming events
  - **19<sup>th</sup> and 20<sup>th</sup> March 2024** Drama Performance – 10 Things I Hate About You
  - **23<sup>rd</sup> April 2024** Year 9 Option Evening
  - **11<sup>th</sup> July 2024** Showcase
- **Action:** Due to the meeting close at 18:00, Mr Arda to communicate with group about the upcoming drama performances.

*Minutes to be sent via EduLink*