

**PRESTON MANOR SCHOOL**  
**Co-operative Forum meeting**  
**14 July 2014**

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| <b>Present:</b> | Jonathan Bach JBa   | Partnership Governor                        |
|                 | Shila Patel SP      | Partnership Governor                        |
|                 | Sabine Foley SF     | Teacher Governor                            |
|                 | Marion Dunmore MD   | Support Staff Governor                      |
|                 | Mujtaba Walji MW    | Deputy Headboy                              |
|                 | Ben Patel , 113 CAE | Residents Association                       |
|                 | Natasha Quainoo     | Young Peoples Law Service at The Law Centre |
|                 | Huda Rahma          | Parent                                      |
|                 | Chantelle Henry     | TFL   |
|                 | Rajvi Patel         | TFL   |
|                 | Paresh Patel        | Resident                                    |
|                 | Hodan Musse         | Somali Parents Assoc                        |
|                 | Natasha Quainoo     | Brent Community Law Centre                  |

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| <b>In attendance:</b> | Matthew Lantos ML | Head        |
|                       | Dan Graham        | Deputy Head |

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| <b>Observer:</b> | Angela Goodridge | Parents Association |
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| <b>Clerk:</b> | Elaine Georgiades |
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| AGENDA ITEMS |                       | ACTION POINTS  | BY WHOM | BY WHEN |
|--------------|-----------------------|--|---------|---------|
| 1.           | Apologies for absence | <ul style="list-style-type: none"> <li>Helen Mitchell – Senior Leader Lower School</li> <li>Kane Nimblette – Head Boy</li> <li>Idil Yusuf – Head Girl</li> <li>Shilpa Bilimoria - Chair - Governor</li> <li>Badrin Chowdhury - Governor</li> <li>Pushpa Mistry - Governor</li> <li>PC Rogers - Safer Schools Officer</li> <li>Christel Thames - Careers Education and Guidance</li> <li>Steve Cripps - QPCS</li> <li>Isatu Haddi (Alumni Association)</li> </ul> |         |         |

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|    |  | <ul style="list-style-type: none"> <li>Ornela Marku (Alumni Association)</li> </ul>   |  |  |
| 2. | <b>Conflict of interest declaration</b>  | <ul style="list-style-type: none"> <li>None declared</li> </ul>   |  |  |
| 3. | <ul style="list-style-type: none"> <li><b>New Constituency Representation</b></li> </ul> | <ul style="list-style-type: none"> <li>New constituency members welcomed to the forum.</li> </ul>   |  |  |
| 4. | <b>Updates</b>   | <b>Alumni Association Update</b> <ul style="list-style-type: none"> <li>Over 800 members recruited and some have worked with students which has benefitted the school</li> </ul>  |  |  |
|    |  | <b>Brent Community Law Centre update</b> <ul style="list-style-type: none"> <li>The centre offers work experience to young people. Currently discussing with Alison Wilding (Director of Sixth Form) about Preston Manor students using the service from September. Plans to invite more LPD students, newly qualified law students and barristers to speak to Sixth Form students.</li> </ul>                                      |  |  |
|    |  | <b>Brent Youth Parliament update</b> <ul style="list-style-type: none"> <li>Rep and trainer were unable to attend so update would be deferred to next meeting.</li> </ul>   |  |  |
|    |  | <b>CIAEG update</b> <ul style="list-style-type: none"> <li>Christel Thames was unable to attend so update deferred to next meeting but DG reported very successful work experience for Year 10.</li> </ul>  |  |  |
|    |  | <b>School Council</b> <ul style="list-style-type: none"> <li>The School Council had been working with Mr Ward (Assistant Head) and Ms Jacobs (Catering Manager) on setting up a salad bar to enhance Meat Free Monday and healthy eating. They have also looked at refurbishment of water fountains and how to improve learning.</li> </ul>   |  |  |
|    |  | <b>Schools Police Liaison Officer Update</b> <ul style="list-style-type: none"> <li>PC Rogers - Safer Schools Officer was unable to attend so the update was deferred to the next meeting.</li> </ul>   |  |  |
|    |  | <b>TFL ambassador programme update</b> <ul style="list-style-type: none"> <li><i>Alert to be alive tomorrow</i> campaign was split into three groups and used the shock tactic of graphic pictures. TFL ambassadors would be visiting primary schools and lower year groups at Preston Manor. The group were working with Newman College who were running a similar campaign which they hoped would give greater impact.</li> </ul> |  |  |
|    |  | <ul style="list-style-type: none"> <li>The TFL ambassadors had won a sum of money for the school and a visit by two smoothie bikes on Sports Day which were very popular and ridden by over 400 students on the day.</li> </ul>   |  |  |

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|           |                          | <ul style="list-style-type: none"> <li>Chantelle Henry won an individual award and the group were highly praised by the organisers.</li> </ul>  |  |  |
|           |                          | <ul style="list-style-type: none"> <li>ML asked if any of the campaign resolves the problems with parking outside school. The TFL ambassadors explained that it would feature in the video especially following the death of a Preston Manor Lower School child.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>Mr Patel noted that parents dropping off children at the Lower School double park and block residents' drives. He felt it would be nice for residents and parents to work together and allow parking where it did not interfere with residents movement.</li> </ul>  |  |  |
|           |                          | <ul style="list-style-type: none"> <li>ML thought the campaign could encourage children and students to get parents to walk to school and encourage a healthier route to work. The school is not allowed to sanction lateness to school and parents should be encouraged to make adequate arrangements to enable punctual arrival.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>ML said that school is not allowed to let parents let children arrive late.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>Mr Patel felt that it was good for residents and parents to co-operate where possible but that it needed to be reciprocal.</li> </ul>  |  |  |
|           |                          | <ul style="list-style-type: none"> <li>MD suggested that have a sign to put the time of return in their car.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>DG noted that engineers would visiting the Lower School in September to observe parking and a Year 5 road safety campaign would be running.</li> </ul>   |  |  |
| <b>4.</b> | <b>Community Matters</b> | <ul style="list-style-type: none"> <li>The Safer Neighbourhood Team is attended by DG on behalf of the school but it had not been able to send representation to the Forum.</li> </ul>  |  |  |
|           |                          | <ul style="list-style-type: none"> <li>Somali project organised with Mr Ward from December to June but turnout was low. Huda felt that lots of Somali parents did not know the rules of the school and need to learn parenting skills. They come from a very different culture where they feel the responsibility lies with the school. Problems with language and literacy mean that difficult for them to communicate with the school.</li> </ul> |  |  |
|           |                          | <ul style="list-style-type: none"> <li>ML reminded that individual details should not be discussed at this open forum.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>Mr Patel felt that generally residents appreciate the school and that it was needed in the community. He did feel they were not consulted on matters but was not excusing one very difficult resident on the street. ML felt it was helpful that this was recognised.</li> </ul>   |  |  |
|           |                          | <ul style="list-style-type: none"> <li>ML felt that there was a danger of saying the school would consult over all of it. There was an obligation that sporting fixtures take place as commitment to show community use. If residents let school know what they would like the school to inform them of this could be considered with an acknowledgement that both sides stick</li> </ul>   |  |  |

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|           |  | within the rules laid down.   |  |  |
|           |  | <ul style="list-style-type: none"> <li>• Use of amplifiers at the Lower School had meant that the school cancelled the let. Residents had been frustrated as they were unable to contact the caretaker on the number given. ML said there was always have a caretaker on site and he would feedback to the Site Manager.</li> </ul>   |  |  |
|           |  | <ul style="list-style-type: none"> <li>• One pressing issue was when there is was traffic jam some parents had driven across the pavement. ML noted that this was a motorist breaking the law as well as being a parent and encouraged residents to take photos and pass to the police to pursue.</li> </ul>  |  |  |
| <b>5.</b> | <b>Embedding the Co-operative Trust Values</b> | <ul style="list-style-type: none"> <li>• Posters displayed in school celebrating co-operative values.</li> </ul>  |  |  |
|           |  | <ul style="list-style-type: none"> <li>• Summer transition booklets for Year 6 - 7 transition to maintain focus would be given to all transition students.</li> </ul>   |  |  |
|           |  | <ul style="list-style-type: none"> <li>• School planners for 2014-15 have a dedicated page with Co-operative values.</li> </ul>   |  |  |
|           |  | <ul style="list-style-type: none"> <li>• Relationship with QPCS - As a partner Co-operative Trust School, we have begun to work collaboratively on Co-operative Trust related matters. QPCS has now hosted two London and South East Region (LASER) events for Co-operative Trust, and DG has attended these. QPCS and PMS are also sharing ideas and curriculum resources to embed the Co-operative Trust values and principles in each school.</li> </ul> |  |  |
|           |  | <ul style="list-style-type: none"> <li>• ML attended a Co-op Conference. Government worried about British values but co-operative values are very similar to those being discussed.</li> </ul>  |  |  |
| <b>6.</b> | <b>Engaging with Local Community</b>           | <ul style="list-style-type: none"> <li>• Engagement with the local community included the Safer Neighbourhood Team, Brent Law, the Somali Parent group and branch looking at Estate Agents.</li> </ul>  |  |  |
|           |  | <ul style="list-style-type: none"> <li>• Look at providing after school clubs to help with literacy and homework for specific groups including Somali and Romanians if parents would like this service.</li> </ul>  |  |  |
|           | Minutes of previous meeting                    | Minutes of previous meeting date 31 March 2014 agreed as an accurate record.  |  |  |
|           | Date of next meeting                           | 1 December 2014   |  |  |