

**PRESTON MANOR SCHOOL**  
**Co-operative Forum meeting**  
**11 July 2016**

**Present:**

Jonathan Bach	Governor
Valerie Springer	TfL
Rhoda Ibrahim	SAAFI
Tony Antoniou	Parent Association
Chloe Ampong	
Yazad Bajina	
Vaishali Raghvani	
Said Ali	
Rajvi Patel	
Morgane Lapeyre	
Ifrah Hussein	

**In attendance:**

Dan Graham	Assistant Head
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**Clerk:**

Elaine Georgiades	
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AGENDA ITEMS		ACTION POINTS	BY WHOM	BY WHEN
	<b>Welcome</b>	<ul style="list-style-type: none"> <li>Attendees to the meeting were welcomed and all present introduced themselves.</li> </ul>		
<b>1.</b>	<b>Apologies for absence</b>	<ul style="list-style-type: none"> <li>Natasha Quainoo</li> <li>PC Rogers</li> <li>Orla McGeevy</li> <li>John Lyons</li> <li>Beth Kobel</li> <li>Pushpa Mistry</li> <li>Badrin Chowdhury</li> <li>Fahad Hussein</li> <li>Krishma Qudos</li> </ul>		
<b>2.</b>	<b>Conflict of interest declaration</b>	<ul style="list-style-type: none"> <li>None declared</li> </ul>		

3.	<b>Behaviour Panel</b>	<ul style="list-style-type: none"> <li>• Results of survey which was carried out over whole school. This was carried out by the use of google forms and the response was not as good as previously.</li> <li>• Students who reported bullying said bullying did not stop and students believed that the school does not deal with bullying.</li> <li>• The Behaviour Panel thought that it was because they did not know how to report or were too scared to report. They would be setting up an email address from September.</li> <li>• Behaviour panel page in planner reintroduced.</li> <li>• Promotional video shown which would be shown to students to publicise the Behaviour Panel's work.</li> <li>• Action plan summary to redo the survey, introduce planner page, show the video.</li> <li>• It was felt that because the data captured was exceptionally low for this year, the data may be skewed by poor response.</li> </ul>		
4.	<b>Somali Advice and Forum of Information (SAAFI) Brent</b>	<ul style="list-style-type: none"> <li>• Working with Somali families and carrying out a lot of translation, workshops with tutors, leaflets being distributed during Ramadan.</li> <li>• Very valuable during transition days for Year 6, bringing together multi agencies during tragedy in Mogadishu.</li> <li>• Met with John Lyons charity making application for funding to continue Rhoda's work in the school.</li> </ul>		
4.	<b>TFL Ambassador Programme Update / Brent Safer School Travel Planning</b>	<ul style="list-style-type: none"> <li>• Val Springer reported Michael Kitchen on Youth Travel Advisors on single term project on tackling anti social behaviour. Assemblies taking place for Year 7-Year 9. Bespoke travel package next year and will pitch their ideas to a Dragons' Den to get funding to put in place.</li> <li>• Took part in junior citizen project which prepares students for travel in preparation for transition to Year 7.</li> <li>• The Riot Act were in school today filming from script written and acted by students.</li> <li>• Safe Drive Stay Alive project for Sixth Form at Harrow Arts Centre for pre-drivers especially drug and alcohol use by drivings.</li> <li>•</li> </ul>		
4.	<b>Police Liaison Officer</b>	<ul style="list-style-type: none"> <li>• Not yet confirmed whether there will be dispersal order at the end of the year.</li> <li>• Starting a young cadets for 12-13 year olds starting over the summer.</li> </ul>		

4..	<b>Whole School Council</b>	<ul style="list-style-type: none"> <li>● Introduction of a salad bar this year to promote healthy living. Promoted usage of the salad bar and has been successful scheme and school council are proud of it.</li> <li>● Increased capacity in canteen by use of breakfast bar layout.</li> <li>● To help the school understand the introduction of the behaviour policy, a few issues have been reported at meetings and at SLT meetings and clarification sought.</li> <li>● Improved CCTV coverage in school and in particular supervision and high spec CCTV on the MUGA to prevent incidents and robberies.</li> <li>● Brent Healthy living group carried out survey in different take-aways and working with school to improve food quality especially in relation to sugar and salt.</li> <li>● Non uniform school day in colours of Tanzania flag and lot of money raised £1700 so far. Going to be donated to school in Tanzania for mattresses and duvets.</li> </ul>		
6.	<b>House Captains</b>	<ul style="list-style-type: none"> <li>● House Captains were elected during House assemblies.</li> <li>● Non uniform day held with a theme to raise money for charity.</li> <li>● Charity week - badminton, cricket match with teachers who won!, football.</li> <li>● Lots of events during that week but also other events during the year.</li> <li>● Reviewing the events over the year and deciding what can be improved. Current House Captains will help to ensure</li> </ul>		
7.	<b>London Fire Brigade LIFE course</b>	<ul style="list-style-type: none"> <li>● Took place in June for 10 Year 10 students who raised £4,000 for matched funding provided</li> <li>● Participants thanked those who had helped them raise the money.</li> <li>● Very motivational leader who encouraged them to stay clear of gang culture, drugs and crime. Also taught to manage important life skills which they found challenging but the teamwork helped them achieve.</li> <li>● Very motivational and inspiring course.</li> <li>● Helen from Birchwood Grove also attended the leaving ceremony and was impressed by the difficulty of the course they had completed.</li> </ul>		
	<b>Brent Youth Parliament Brent Healthy Living</b>	<ul style="list-style-type: none"> <li>● New campaign of bringing awareness of politics for young people running till March.</li> <li>● Debating group being launched in September. Promoting throughout the borough during the summer.</li> <li>● Brent Healthy eating and healthy living - take-aways 400 metres away although further from PMS. Analysed the sugars, salt and fats in chips. Wants to work with these stores to make improvements. Will be involved in PSHE days and special assemblies</li> <li>● High statistics in Brent for diabetes, tooth decay etc.</li> <li>● Slash Sugar Tuesdays being run from September.</li> <li>●</li> </ul>		

9.	<b>Parent Association Update</b>	<ul style="list-style-type: none"> <li>• Parents quite anxious about Ofsted report not being released. JBA informed the meeting that process is that give verbal feedback to governors on the day with outline of the grade and report. School get report for factual accuracy and then when comes back will be sent to parents, and website. As soon as Ofsted releases the report it will be sent out within 48 hours.</li> <li>• No undue worries about the report but bound by confidentiality until released.</li> <li>• Happy that Associate Head appointed - Ms Sophie Welch.</li> <li>• Attendance lower maybe due to Eid. Chair of Governors attended as observer.</li> <li>• Asked type of questions asked by Behaviour Panel. Different types of bullying, ones that are most in year group, things done that are bullying but not considered bullying. PA wanted to make sure not leading questions.</li> <li>• Extra Curricular activities spreadsheet shown in meeting. Interested in equality and on how selected.</li> <li>• JBA asked if there was anything that would like know for next meeting.</li> <li>• PA checking to ensure that it is getting better and confirmed by spreadsheet.</li> <li>• Aspirational trips to university had been reintroduced.</li> <li>• Go4Schools taking over the SIMs learning gateway from September.</li> <li>• Asked if there needed to be a more proactive use of Show my Homework by parents but PA felt usage good.</li> <li>• Need to remind parents not to block drives, drive on pavements etc and a copy of minutes to be given to Val Springer.</li> <li>• Some students had tried to tell parents that they needed branded items for the non-uniform day.</li> <li>• PA very useful and help keep school on top of issues that need addressing.</li> <li>• Useful for parents to look at website from a parents perspective.</li> </ul>		
10.	<b>Birchwood Nursing Home</b>	<ul style="list-style-type: none"> <li>• Reported that the experience with the school has been excellent and students have been well dressed and respectful.</li> <li>• Ten of the students regularly visit and spend time sitting with residents, doing quizzes, sensory room, teepee activities. They have made links with residents and are very much appreciated.</li> <li>• Choir has been a challenge for some students but have done very well.</li> <li>• Graphics students have run arts and crafts activities.</li> <li>• Other activities include music, dancing and a yoga trip.</li> <li>• Newsletter to be circulated</li> </ul>		
11.	<b>Alumni Association</b>	<ul style="list-style-type: none"> <li>• Newsletter was being prepared for publication next academic year. Membership had reached <b>XXX</b></li> </ul>		

		<ul style="list-style-type: none"> <li>An event was being organised for a high tea for some older alumni members which would be catered by Hospitality and Catering students.</li> </ul>		
12.	<b>Minutes of last meeting</b>	<ul style="list-style-type: none"> <li>Agreed as an accurate record of the meeting on 21 March 2016.</li> </ul>		
13.	<b>Year 8 Conflict Mediators Project</b>	<ul style="list-style-type: none"> <li>Students trained in conflict resolution and will train peers and younger students next term.</li> </ul>		
14.	<b>AOB (Any other Business)</b>	<ul style="list-style-type: none"> <li>None</li> <li>Behaviour panel to present to Parent Association next year.</li> </ul>	DG	
15.	<b>Date of next meeting</b>	<ul style="list-style-type: none"> <li>TBA</li> </ul>		