

MINUTES

St. Olave's P.A. Form Rep Meeting

Date: Thursday, 11th May 2017

Location: Main School Library

- **Attendees :** Mr Budds (Assistant Head), Farhana Alam, Lakshmi Bandi, Tiffany Barradell, Kate Cameron, Rinku Chibber, Jennifer Franks, Narinder Gill, Gauri Grover, Zey Kagan, Winnie Leong, Baoching Liu, Brid Nunn and Bola Ogunwusi.
- **Apologies:** Elizabeth Garnham-Jong, Laura Clayden, Charlotte Machado, Paula McCabe, Siobhan Gee, Harbi Kaur, Sue Watts, Rachel Peek, Julie Costard, Catherine fleet, Sarah Eldridge, Stephen Corion, Ingrid Macpherson, Francesca Ludicello, Helen Patel, Lin Limbrey.
- **Questions for the school**
 1. What will be the outcome will be of the current year 10 exams? Using the new grading system, how will the parents be informed about the findings? During the Year 10 Parents' Evening a geography teacher said they were conducting some trials with the current Year 10 as there isn't much material available on the market- what is the outcome or result of that?

Mrs Watson, the Head of the Geography Department, said that there is only one set of sample papers currently available for the

new GCSE specification, so the school is making its own papers for IPMs based on the teachers' experiences and knowledge as well as liaising and sharing best practice and ideas with teachers of the same specification in other schools. There are no specific trials but the outcome will be apparent in the exam results and the majority of the students will be anticipated to achieve grades 6 or 7 under the new GCSE system in the end of Year 10 exams (with the 6/7 borderline being equivalent to the old A/B borderline – the projected attainment at this stage assumes that the boys will achieve further progress in Year 11 consistent with their challenge grades of 7, 8 and 9).

Current Year 10 results will be communicated to parents on 26/6 via the Year 10 Full Report, but if the parents want to know the outcome earlier, their son will likely know the result in advance of the report.

The current Year 9 will, inevitably, benefit from the fact that the teachers and school will have more experience and familiarity with the new marking scheme by the time they get to Year 10.

2. Year 9 received some really excellent revision notes for Physics, a big thank you to the physics department. Is it possible to have similar revision notes for other subjects? Obviously not all subjects lend themselves to exactly the same format, but it was such a helpful summary and really makes it easier for the boys to get their revision sorted.

Dr Stewart acknowledged the thank you which was passed on to him. Mrs Goodman will raise the question with Heads of Faculty. Bearing in mind the need to foster student independence, the

challenge is to offer the right balance for each subject between careful, guided support and spoon-feeding. The revision notes and formula lists, for example, circulated by the Physics Department might not necessarily work for all subjects.

3. Year 7: Can the school provide bigger lockers? Current lockers are just big enough for a few books and can't fit the coat in.

Also access to the lockers for Year 7s are in the classroom which means it may not be accessible at times. Is there a cloak room for pupils to use ?

The size of the lockers cannot be increased, as there is limited square footage in the classroom. There are pegs at the back of many form rooms, albeit not all. If you had concerns about storage of coats for a particular form, please inform Mr Budds.

For access there is a 5 minute window at the start of break and lunch when the boys are permitted to get to their lockers (and with wet break students are permitted in their form rooms in any case).

4. Year 9 would like to know what books the boys are using for all the three sciences and Maths. Also which exam boards as the parents would like to purchase those books.

The school website shows the boards: Edexcel for Chemistry and Physics, Biology is AQA.

For Biology and Chemistry, the boys have online Edexcel revision.

The faculty has recommended the AQA text book for Biology and Chemistry. The syllabus content for both boards is extremely similar and the faculty has a preference for the AQA books in these subjects.

Ms Marwood is happy to take any further question via email directly to her.

Questions relating to Maths will be resolved directly by the Head of Maths, Mr Davis.

5. Are the boys doing the single higher sciences which is equal to triple sciences previously (unit SB1- stands for **Single** Biology 1 and SC1 single chemistry 1 etc.)? There seems to be confusion as the boys appear to be doing CB1, which is **Combined** Biology 1, rather than SB1. Is this likely to change to the single sciences next year?

All the boys will be sitting three separate sciences at GCSE, as has been the case for many years; they have all been told this on several occasions and the information is readily available on the curriculum section of the school website.

6. Year 9 – is there any way for the boys to receive information about any events much earlier instead of the day itself? Earlier in the year, there was a CV talk that some of the boys were notified of during lunch time and many were unable to attend. Another situation cited was a Duke of Edinburgh's Award talk.

These are isolated incidents. The Form Tutors ensure all notices are in the pigeon hole on Monday mornings and other notices are delivered in assemblies. Boys are responsible for remembering and acting on the content of notices.

Mr Holland has confirmed that forthcoming DofE expeditions are upcoming later in the term (with bronze on the weekend of 17th June and Silver on the weekend of 1st July) and that the boys have already been notified of this information.

7. It would be helpful if the school can place equal importance in giving out notices on school fixtures dates, even if it not for a headline sport for the school e.g. swimming, where events would have already been planned months ahead, either on the school calendar or the sports notice board at the beginning of the year / term so that the boys or parents can make plans.

Mr Kenwood assured the PA that all sports are treated equally and that he would reiterate to the department the importance of requesting that fixture dates be entered onto the school calendar as soon as they are known.

8. **Summer Fun Day - Saturday 8th July 12-3.30pm.**

Last year some classes took control of running a stall at the fun day. If you are interested in organising this for your class this year please email pafundayvolunteers@saintolaves.net to reserve and get details for a stall. If you don't want to do this please encourage your class to individually volunteer for an hour or two. They can contact the same email address and just give their availability. The PA needs help in setting up from 8.30am as well during the fair itself and clear up.

Also please try to “big up” the event so that lots of people attend. The PA put a lot of effort in to organise the day but it can only be a success if people come along. You could encourage people by trying to arrange a meet up there for your class.

The PA will be advertising all the fun new events on posters around the school so hopefully the boys will come home demanding to go! There must be one adult on every stall due to the handling of cash. It would be very helpful if boys can help the PA to do a clear up at the end of the day as the PA would have been there since the morning.

Pupils can and should be encouraged to have their own ideas for stalls. Proposals need to be brought up for the PA's approval to

ensure that there is no conflict with the PA stalls. The PA will provide a float for the stalls and an adult/ parent need to be at any stall at all times. Any funds raised will go towards the boys fundraising events after the return of the float. All that is required from the boys is to help set up (9:30-12:30) or clear up (15:00-17:00) in return for the free stalls.

The PA will not benefit from these stalls, it just add to the merchandise, making it more interesting. This will also encourage boys from their class to come too.

9. It is very important that all PA Form Reps pass on the messages that the PA Form Rep Co-ordinator sends out. There have been a number of people reporting back to the PA at the committee meetings that they didn't receive messages from their Form Rep and they then wonder what else they have missed.

Form Reps must please ensure that all notices are sent out. It might also be a good idea for Form Reps to send out a test email requesting acknowledgement of receipt, so that we can be sure that messages are not going to the Spam or Junk email boxes.

10. It may be a good idea to use a combination of methods of passing the information to the parents in your form, e.g. email, WhatsApp. For some things it is easier to forward an email that you receive. For others a quick Whatsapp can get a better response. Does anyone have any good ideas that work for their class?

Certain classes react better with WhatsApp or some other chat. Another way is to Whatsapp informing them of an email. Class 7L have created different WhatsApp chat threads e.g. 'Lost Property', 'Homework', 'Social' etc so that parents will not be inundated with threads that do not concern them. Unfortunately WhatsApp will only work if everyone gives their mobile phone. If anyone has any other good idea concerning efficiency and reach of communications

for PA Form Reps, please let us know so that we can share and encourage best practice.

- **Any other business**

- a) Ski Trips

The school organise ski trips alternating between Europe and North America to suit the budget for all.

- b) Geography revision book

Parents want to thank PA for funding the geography books.

- c) Science revision books through sQuid

Mr Budds suggested that where books had been paid for but not received, that the boys concerned ask Ms Marwood about when the books would be available for them to collect and use.

- d) Plastic Drinking Cups

Owing to issues of littering, environmental concerns and cost, the catering department do not supply plastic cups to the boys, so please make sure your child brings a water bottle for use at the water cooler. There are four water coolers located around the school funded by the PA.

- e) Follow up on Elocution

Mr Budds reported that Mrs Goodman said that this is going well. Kate Crane, the lady who runs the elocution lesson has 45 students and planning to run 2 groups on Tuesday for Year 7 &8 and Wednesday for Year 9 & 10. If parents want further information on LAMDA please email Mrs Goodman or Miss Wilkie.

- f) Policy on use of mobile phone and social media

This was circulated in the last minutes. Boys are not allowed to use mobile phones in lessons unless there is explicit instruction from teachers (for instance for a research based task); such instructions are relatively infrequent.

- **Date of next meeting & meeting close**

Date of next meeting : 19th October 2017