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**Parent Voice Actions and Decisions Log - Update 4th November 2015**

**Present:** : Beatrice Wills, Caroline Gobell, Carrie Searley, Darren Cheeseman, Joanna Binstead, Linda Bennett, Linda Krywald, Lisa Cheeseman, Mark Avoth, Simone Taghizadeh

| **Date raised** | **Action / Decision** | **Item** | **Who** | **By When** | **Open/****Closed** |
| --- | --- | --- | --- | --- | --- |
| 10/06/2015 | A | Quiz Night: Organise another Quiz Night for new Spring Term 2016. Increase ticket price to £7. Agreed to find a date late January or February | CG, LB | asap | **Open** |
| 10/06/2015 | A | Fundraising: Car Washes. It was agreed to put this activity on hold until the new academic year. Lack of volunteers has made it impossible to run this term.9/9/15 Still deferred. Update 4/11/2015 More appropriate for warmer months - discuss at March 2016 meeting | TP | 2/3/2016 | **Open** |
| 10/06/2015 | A | Parent Portal: Some discussion re safeguarding and security. Parents may have to collect letters from Academy with their photo ID to collect login details. Parents can then access Parent Portal to see ATL, attendance, address, letters sent home.Awaiting implementation of new Progresso software to enable. Update 4/11/2015 Not likely to be in place until 2016/17 academic year. | CG |  | Close |
|  10/06/2015 | A | BUDI: Prof Anthea Innes of Bournemouth University Dementia Institute gave short presentation about schools’ initiative. Update 4/11/2015 No further contact has been made & not a priority for PVT at present | AILBu/TP | As appropriate | Close |
| 10/06/2015 | D | It was agreed to have the next meeting on Wednesday 9 September and the AGM on Wednesday 4 November at 6pm. Reminders to be sent early in Autumn Term. | LBuDD | 7/9/15 | Close |
| 09/09/2015 | D | It was agreed to trial a PVT facebook page. Pete Allanson to talk to Nicky Gray (CG to provide contact details?)Update 4/11/2015: outstanding. TBA to provide photo. CS and BW agreed to help as administrators | PACG | Progress check 13/01/2016 | **Open** |
| 09/09/2015 | A | Publicise availability of cycle lockers.  | CG | asap | Close |
| 09/09/2015 | A | Parent representatives letter – agreed current draft over formal – edit. Update 4/11/2015: No parents have volunteered as representatives | CG? | asap | Close |
| 09/09/2015 | D | Sadly Simone Taghizadeh has had to stand down as Treasurer and PVT is therefore looking for a volunteer to pick up the role. Update 4/11/2015: Linda B & Caroline signatories to bank account pending elections in January 2016 | LB | 13/01/2016 | **Open** |
| 09/09/2015 | D | PVT lacks sufficient volunteers to hold the Xmas fair – LK to discuss with Nicky Guy, chair of Kingsleigh PTA. Update 4/11/2015: agreed not possible to go ahead due to capacity and timing. An Alumni event has been scheduled instead | LK | 23/9/15 | Close |
| 09/09/2015 | D | It was agreed to provide funding for a new scaffold tower for stage lighting etc, provided sufficient funds available in the PVT bank account | LB/CG | 4/11/15 | **Open** |
| 04/11/2015 | A | Future meeting dates: It was agreed to stick with 2nd Wednesday following each holiday at 5.30pm. The AGM is to be rescheduled to January & will be combined with relaunch/social/New Year drink Agreed to publicise that space will be available for students to read/use laptops/watch DVDs etc while parents attend the meeting | LK/CG | 13/01/2016 | **Open** |
| 04/11/2015 | A | MA to investigate ways to promote cycle safety with students; LK to provide Bournemouth Council contact | MA/LK | 13/01/2016 | **Open** |
| 04/11/2015 | A | Follow up with Nicky Guy re car boot sale for 2016 & other joint initiatives | LK | 13/01/2016 | **Open** |
| 04/11/2015 | A | Banner for advertising PVT meetings | CG | 13/01/16 |  |

 **Completed Items September 2015:**

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| 10/06/2015 | A | Quiz night: CG thanked PVT for organising and running Quiz Night. Thank you to Marking Team, Tom for organising raffle, Linda B for organising food. Food was very good. Profit to be banked £122.05. | CG | 15/5/15 | Closed |
| 10/06/2015 | A | Cycle Path: Opening Monday 15/6/15. Lockers available for cyclists only. Joint with Kingsleigh Primary. Students cannot have a locker unless they have a cycle helmet. The cycle sheds will be open short time in morning and afternoon. Lockers available from Site Team. | CG | Next meeting. 9/9/15 | Closed |
| 10/06/2015 | A | Fundraising Lead: PVT Committee welcomed Bob Lockard as the new Fundraising Lead. He has lots of ideas. | LB |  | Closed |
| 10/06/2015 | A | Cashless catering: 4 companies attended on 10/6. Two still to answer further questions. Biometric data collection has improved and is a better system. Live cooking option, hot & cold service, open all day are some examples of services available. Companies are likely to invest £25,000 to update or replace existing kitchen. Hope to be in place by half term, October 2015. | MA, CG | Next meeting. 9/9/15 | Closed |
| 10/06/2015 | A | Social Media: The Academy now has a Twitter account. @bourneacademy | MA |  | Closed |
| 10/06/2015 | A | Social Media: It was agreed that the PVT could have a Twitter account but it would need carefully and frequently monitoring. Volunteer required. BL to contact Rob Edwards to discuss. | BLRE | Next meeting. 9/9/15 | Closed |
| 10/6/2015 | A | Screens in Reception have been updated to show more communication and Academy activities. This has been praised by colleagues. | CG |  | Closed |
| 10/06/2015 | A | Sports Day: It was agreed to sell refreshments at the Sports Day afternoon on 13 July. Volunteers required. BL available all day. LB and BL to liaise. BL to email Mike Child for times and details. | BLLB(MC) | 13/7/15 | Closed |
| 10/06/2015 | A | MA reported that all students had attended all English and Maths exams and have behaved very well. | MA |  | Closed |
| 10/06/2015 | A | Newsletter: MA to report findings from parent/carer questionnaires including homework feedback. | MADD | Next newsletter | Closed |
| 10/06/2015 | A | Newsletter: Notice to go in newsletter re PVT refreshments and 2nd hand uniform sale at Sports Day afternoon on 13 July. | BLDD | Next newsletter | Closed |
| 10/06/2015 | A | PVT Survey: Survey Monkey questionnaire sent to parents for PVT feedback. CG to email parents for reminder to complete. | CG | End of June | Closed |
| 10/06/2015 | A | Performing Arts Tiered Seating: CG reported that the PA Team have obtained tiered seating much cheaper than originally planned. Invited PVT to give presentation at Awards Evening on 29 June to request further funds for side barriers for tiered seating and to promote PVT. | BL | 29/6/15 | Closed |
| 10/06/2015 | A | Academy Video: CG premiered new Academy video. Positive feedback. Some discussion about what to amend/include. JB offered to give parent/governor clip if appropriate. | CG(JB) | ASAP | Closed |
| 10/06/2015 | A | Security/ID: BL suggested that PVT have ID badges for identity in the Academy. LB advised that DD has name badges in her office. LB to check that one is available for Bob. | LB(DD) | ASAP | Closed |
| 10/06/2015 | A | Fundraising: 2nd Hand Uniform Sale. It was agreed to hold a sale at the Sports Day afternoon on 13 July. Volunteers required. | LB/BLAll | 13/7/15 | Closed |