

**Parent Voice Team Meeting**

**15th June 2016 – 5.30-7pm**

**The Bourne Academy**

**Attendance**

**Present:** Lisse Burbidge, Tom Peacock, Mark Avoth, Caroline Gobell, Carrie Searley, Beatrice Wills, Bob Lockhard and Susan Arnold. **Apologies:** Katherine Spicer, Linda Bennett

**Principal’s briefing**

1. **Admissions -** Great news that the school is oversubscribed (only The Bourne Academy & Bishop of Winchester are in this fortunate position + the grammars). Numbers are looking great and increasing each year – 180 in each year group.
2. **Attendance** – in lieu of the recent Isle of Wight case/High Court judgement, Mr Avoth assured parents that his first response, for applications of non-attendance, will always be no. However, he will take each situation on a case by case basis. A score of 90% attendance over a year seems high, but equates to an additional four weeks off a year. Therefore, we will always aim for 100%. Academy target is 96%
3. **MUGA update** – Works in progress and should be finished in 2 weeks. Total cost £90K - £65K external funding and £25K from Academy. New astroturf and floodlights will be marked up for tennis x 3, netball x 3, hockey x 1 (football able to play on variations of these markings). CG will send an invite to PVT to attend official opening on Wed 13th July, 3.30pm.
4. **Uniform update** – the Academy may change its supplier from Stevensons to CJI (local firm). The current contract is up for tender and expires in Feb 2017, both will be invited to apply. Local firm is 8 min walk from school/3 min drive.
5. **Lockers** – 40 lockers were installed last year and we’ve just had another £1000 funding to install a further 15. We have been running Bikeability classes during curriculum time – these have been popular and much appreciated (rigorous testing). This has increased the take up of bikes and therefore of lockers too.
6. **Tutor Groups –** as the numbers in the Academy increase it has been necessary to enlarge the number of tutor groups. From September we will go from 3 to 4 tutor groups in each house, some students’ tutors may change during this process. Each house will accommodate a further 10-12 students.

**Parent Comments**

1. CS – Facebook has a few more likes. CS will update it further with news of this meeting. Mark will give the Facebook page a plug in his summer newsletter piece.
2. BL – A huge thank you to the Academy for all the hard work and dedication which makes such a difference to students and their families.

**Financial update**

Current bank balance is £1437.09.

Further expected income for this Academic year is:

* approx. £300 from the summer Mufti Day (Friday 8th July)
* income from Sports day refreshments/2nd hand uniform sale (Monday 4th July)

Future events next year, 2016/17, are Xmas Fayre, 3 x Mufti days, Quiz night and Sports Day.

**Update on Actions agreed last time**

1. **Transition Day -** CG/DD to provide PVT flyers to Lisse to include in parent packs by Friday 1st July. (facebook link, intro, activities etc)
2. **Transition Evening -** 6th July - Linda Bennett is happy to say a few words about the PVT at the Transition Evening for new parents. Speeches at 5.30. Linda to introduce the concept of PVT, explain what it does, different activities etc, and inspire new parents to join up. Invite them to next meeting Wed after Open Eve in Sept (21st Sept).
3. **Academy Newsletter** – agreed to keep the size and frequency as is.
4. **Parent Login** – awaiting feedback from 3 x parents trialling it – Spicer/Bennett/Cheeseman – CG to invite feedback asap.
5. **Library funding** – complete - £600 for an ipad air, 2 x deck chairs, beach hut, and subscriptions to trade magazines.
6. **KPS** – Linda Bennett to chase Nicky re joining Xmas event and future meetings.
7. **PTC** – hampers working well to increase database, keep going. LB making hamper for Wed 22nd June, Bob manning the stall. LB ensure all meeting notifications are emailed to all names collected on these evenings/entire PVT database.

**Future Fundraising Events**

1. **Monday 4th July – Sports Day Refreshments/2nd Hand uniform stall.**

**Responsible**: Bob Lockard (arrive 1pm to set up)

**Helpers :** Susan and Carrie. (arrive 1pm to set up)

**Set up required: (by ping pong tables)** 2 x floats, bins x 2 (spare liners), tables x 6, chairs x 4, gazebo (Outdoor Ed), Awe 6 use for drinks storage, PVT banners put up, 4 x jugs, laminated price lists, A-boards to advertise both stalls on the day (speak to front office)

**Refreshment**s –2 x squash, apple/orange juice mini cartons, small bottled waters, cereal bars, wrapped biscuits, cakes, cinnamon rolls, choc ices & ice pops x 200.

**Uniform** – laminated posters up to advertise prices, uniform collected from small meeting room in reception,

**Bob**

* Select shopping from Tesco’s online – email to CG
* Type and email price list to CG
* Arrive 1pm and Organise entire stall on day (tables will be set up)

**CG/DD**

* Print/Laminate price lists for refreshments/uniforms – A3 & A4
* Email Tesco for sale or return
* Tesco order complete – deliver Fri 1st July – arrange site team storage
* Organise 2 x floats
* Event sheet itemising set up/requirements for site team help
* Email advert to parents/students to bring money x 2 reminders – put on website too.
* Gazebo & AWE 6 – ask PE and OE
* Banners and uniform out on day

**MA**  – get price guide from other schools – email CG/BL

**CS** – facebook advert

**TP/LB** – spread word about event and look after PVT on the day.

1. **Xmas Fayre – Wednesday 30th November, 3-6pm**

CG write a plan for next meeting. Things to consider:

* Student lead fayre
* KPS joining?
* Santas Grotto photos (ask A Prince re photography)
* All students/families invited
* Snow machine
* Carol singers
* HMK – cake?
* Stall holders with proceeds coming to their departments/the Academy - £10 fee
* Stall holders with proceeds going externally - £20 fee
* Raffle – Do a hamper/ask Tesco for bits. Bob has an oven,
* Calendars – young enterprise group? – ask VW
* **PVT income – Santa’s Grotto photo booth, refreshments, raffle**

**Date of next meetings:**

* Wednesday 21st September
* Wednesday 9th November
* Wednesday 11th January

(To be arranged in the board room with an urn.)

**Action Summary**

**CS**

* CS will update facebook further with news of this meeting, including sports day and xmas fayre
* Be a helper from 1pm on Sports Day

**LB**

* LB to make hamper for next Wed, 22nd June
* **Transition Evening -** 6th July - Linda Bennett is happy to say a few words about the PVT at the Transition Evening for new parents. Speeches at 5.30. Linda to introduce the concept of PVT, explain what it does, different activities etc, and inspire new parents to join up. Invite them to next meeting Wed after Open Eve in Sept (21st Sept).
* **KPS** – Linda Bennett to chase Nicky re joining Xmas event and future meetings.
* Ensure all meeting notifications are emailed to all names collected on these evenings/entire PVT database.
* Advertise next meetings

**CG**

* CG will send an invite to PVT to attend official opening on Wed 13th July at 3.30pm.
* **Parent Login** – awaiting feedback from 3 x parents trialling it – Spicer/Bennett/Cheeseman – CG to invite feedback asap.
* **Transition Day -** CG/DD to provide PVT flyers to Lisse to include in parent packs by Friday 1st July. (facebook link, intro, activities etc)
* CG write an Xmas Fayre plan for next meeting.

**Sports Day**

* Print/Laminate price lists for refreshments/uniforms – A3 & A4
* Email Tesco for sale or return
* Tesco order complete – deliver Fri 1st July – arrange site team storage
* Organise 2 x floats
* Event sheet itemising set up/requirements for site team help
* Email advert to parents/students to bring money x 2 reminders – put on website too.
* Gazebo & AWE 6 – ask PE and OE
* Banners and uniform out on day

**LB/TP -** spread word about sports day refreshments and look after PVT on the day.

* Organise Mufti Day - July

**BL -** Wed 22nd June, Bob manning the PTC stall – 3pm.

**Sports Day**

* Select shopping from Tesco’s online – email to CG
* Type and email price list to CG
* Arrive 1pm and, with PVT helpers organise entire stall on day and tidy up(tables will be set up)

**SA** help on sports day from 1pm.

**MA** Mark will give the Facebook page a plug in his summer newsletter piece.

* get drinks price guide from other schools – email CG/BL