**Parent Committee Minutes**

**29th January 2017**

cc Ahmed Almukhaini, Natasha Chapman, Shiloh Harmitt, Dalia Mahmoud,

Rebecca Rowley, Reham Shawky

**Minutes**

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| Agenda Item |
| 1) Terms of reference.  It was discussed that the length of tenure should be 2 years; this was agreed by Committee Members at the meeting. This includes all posts of the committee. |
| 2) Frequency of meetings.  Meetings will change to be held on the last Monday in the Month and will be scheduled for one per school quarter at 4.30pm. |
| 3) Update on Irtiqa’a inspection.  Initially was ill advised that the inspection would be January, we know this is not the case now. Teaching and Learning standards are improving not because of the inspection. Drop ins are carried out in lessons and this is a supportive process for staff. |
| 4/5) Update of staff development & School Improvement.  Knowledge Group is now our School Improvement Partner. They are based in Abu Dhabi University. Previously the school used AMSI and PENTA and Andrew explained to the committee who all of these were. CPD for staff was discussed and also the agreement between staff and holidays explained too. Staff development was discussed. I was felt that a meeting of some of the Knowledge Group with the Parent Committee in a few months time could be of benefit. Andrew explained the proposed meetings over the next few months.  Teaching and Learning lesson observations explained. |
| 6) Safeguarding training.  Please can we request that if you have not sent in a photo for an ID card to send one into Caroline as we need to make your badges. As soon as Caroline receives these we can make them. Child protection reporting procedure explained by Andrew and ADEC form button explained as at the moment we have to call to report and report online to ADEC. |
| 7) BYOD  Bring your own device.  Staff are getting laptops, these have been purchased and are just undergoing programming. At the current time proposing 6th Form can bring devices and committee were asked their opinion. This is also going to be brought up at School Committee meeting today to get views from all parties involved.  Contracts system discussed. |
| 8) Adverse Weather Policy  On Tuesday last week the school flooded around the main building. Andrew explained the reasons why the school had to shut on that day. Andrew mentioned Ahmed’s news as engineer on this day. Policy explained and given to committee to take away and send any thoughts to Caroline in 2 weeks please.  Bus Nanny now to inform parents if buses not running. |
| 9)AOD  Permanent feature of engagement to go on agenda.  Discussed Ahmed’s points for discussion |