

LPPA Working Group Meeting Agenda

Date: Wednesday 11th March

Time: After School

Location: Wave Training Room

Attendance: JP (LPPA Lead), LK (LPPA Admin Support), KR (Deputy Head) NHZ (Primary Resources Manager), LD (Science Dept. & New Unicef Lead), SC (KS3 Lead), DP (Wave Provision Lead), AC (Primary Lead), MKL (Primary Lead), AB (Primary Lead)

1. Welcome & Updates

- JP thanked colleagues for attending and briefly recapped overview of the Interim Assessment Report results and actions from last meeting.

2. Review of the LPPA Action Plan & Target Areas

- Reviewed the drafted Action Plan and updating current RAG (Red, Amber, Green) ratings – progress has been made with collecting data from staff events.
 - LK, NR (Admin Support) and SP (14+ Lead) have been actively doing this as agreed. SP has held Post-16 events and careers meetings and has provided evidence.
 - JP (Education Psychologist) has approached SLT about running the NU-CUES course. Has done some training and explored this in depth. The course should be ready for the new year and will support parents with strategies to help their anxious children. It will also help to reframe language away from clinical language to 'worries'.
- Reviewed remaining targets such as the communication tree. JP (LPPA Lead) has been gathering information for a family guide, which will include key information such as who to contact. The idea is this will be brief and will be in addition to transition packs and new FAQ section on revamped website when it is ready. This is in response to discussion with assessor and information parents frequently require.
- Discussed the 'Objective 9 Plans and Next Steps' summary document. The intention is for parent communication and relationships to remain as a target for JP and on the school development plan.

3. New School Website

- Reviewed the website drafts sent from designers – staff were asked for their opinion on colours, the darker option was preferred – felt the lighter colours had too much glare and would not be easy for parents to read.
- JP shared the website has been delayed again, but JP intends to share first complete mock-ups with families when ready.
- JP reported that we are asking for key parts of the website to be updated now as the designers have stated they will be able to migrate data over when it is ready. JP and LK shared that only a few members of staff can publish content on the existing website, so staff need to share updates early if they have lots of new material.
- SLT agreed with parents comments that safeguarding information is hard to find on the existing website. The designers are aware that we want links to key information, such as the safeguarding page and key information to be highly visible on the new platform and easy to locate. One parent raised this as an informal complaint about the current site as the link to the safeguarding page was only accessible in the school information menu.
- Confirmed that a dedicated LPPA/Parent section is now included. This has the LPPA launch documents and JP will update with some progress notes.

4. Parent Communication Guides and Pathways

- JP has asked for support mapping out all our communication approaches (Channel, Who, When/Why) to ensure consistency across the school. Staff contributed current practices.
- Discussed the format and effectiveness of the current communication information. Agreed that there does need to be more clarity. First draft of the 'Family Guide' was discussed.
- It was felt the document should include summaries of key information, not just who and when to communicate with specific people. JP shared the version from Valence School that takes a similar approach. Staff liked this, but wasn't sure the format was right for us. Staff agreed the tables would be clearer due to different communication methods that Primary and Secondary use.
- Discussed that guides must be accessible where possible and support communication and interaction needs of parents. JP expanded on this, sharing

he has been working on summaries of key policies due to the length of the documents. The first drafts will be going on the website in a few weeks.

5. Parent Courses & Training

- Update on the current Family Thrive cohort – it has been going well, but several parents couldn't commit to the full course. Only two people are left in the current group. Thrive Practitioners have shared this is not ideal. It has been agreed that the previous discussion to pause the course will stand until new cohorts join the school.
- Revisited earlier discussions the Ed Psych is planning the rollout for the upcoming NU-CUES course. JP has also asked MW to help record Online Safety training when possible.
- Discussed establishing a process to track the attendance of key vulnerable families at these events. Colleagues were unsure how to do this, but admin staff agreed that they would ensure they chase families who do not turn up to events such as parents' evenings. JP has asked them to keep evidence of this.
- LD revisited discussions from last meeting and asked if we can run a new sleep training course. Feels it would be beneficial to a lot of children and families. JP will ask RJ if former colleagues from TISS would be able to come and deliver this for us.
- EBSNA – JP shared renewed focus on this and was able to share some of the plans for the former TISS Building/Training Room. We will be working with key parents where children have not been successful in other settings, to try and support them back into school. DP has ideas to expand the Wave provision.
- LD raised some community-based events such as the gardening projects at Garlinge and Northdown could be a good way to engage families. It was felt this was a good idea, but because families have a long way to come, it was questioned how successful this would be. There was a suggestion that this could be an LGS initiative for spring of next year.

6. Links with Local Contacts

- Discussed how to further engage external partners, local charities, and community organisations. We have had little response from KSENT colleagues who have already achieved the LPPA.

- LD announced there was going to be a Unicef Relaunch which would include sharing of key information with parents.
- JP shared that FoLGS would be happy to host some events, but the charity is having long term issues with banking due to signatories having left. JP and KR are continuing to attempt to resolve this.
- Tesco confirmed they hire out rooms for different training, but don't really rent the space for community events. Places like 'The Corner' in Ramsgate could be a good option. Tea and cake is available and there is a play area for families with younger children.
- Staff discussed how existing school events and fundraising campaigns can support our LPPA community goals. JP shared plans for new vocational and community space for children and parents. Planning permission has been submitted - FoLGS is working on a campaign called 'Funding Brighter Futures'. SP has assisted with business contacts from Broadstairs Chamber of Commerce. There are plans to share this more widely with families in the next academic year.

7. Any Other Business (AOB) & Next Steps

- JP went back over action points from last meeting and reminded colleagues what actions they had agreed to support with.
- LD queried if we could arrange some forest school sessions for parents to come in and work alongside their children. All agreed this was a great idea. JP shared he would discuss this with BM to put to HR (Forest School Lead).
- Agreed next LPPA Meeting will be Tuesday 12th May due to Easter break, diary clashes and TELT moderation clashes.