

**ABQM Steering Group Meeting Minutes Date: 3/4/19**

Present: Jo (PSHCE Lead), Claudia (governor), Jazminka (parent), Jen (Learning Mentor), *Khalid, Priya, Rhea (pupils),* Erin Gilham (Deputy Headteacher)

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| **Agenda** | **Discussion**  | **Agreed Action** (Persons Responsible) |
| ABQM | * What is the ABQM?
* Why are we applying for it?
* What is the purpose of this meeting in relation to the ABQM?
 | * Everyone is clear of the Anti-Bullying policy.
* Policy on line and in office thought to be most useful as accessible when needed.
* Parents to be referred to the policy outlines.
* Inform children again about where the policy is through SC agendas
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| AB policy | * What is the school policy on bullying?
* How is the policy utilised by staff members and students?
* How can parents/carers and others access the policy?
* Do other policies make explicit reference to AB policy?
 | * Parents to create a flyer to support parents to access the policy more easily. SW
* Children to update flyer with School Council & Digital Leaders
* Policy referred to by CT when needed.
* Sanction ladder something all are aware of
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| School council  | * School council to have an AB focus
* Look at keeping safe leaflet – is it still relevant? How is it helping?
* Can chn/parents access it?
 | * School council to add where to find leaflets to agenda and heads of school council to inform rest of school council about school application for ABQM
* JB to provide school council with keeping safe leaflet – SC to go through leaflet to see if it needs updating
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| Pupil involvement | * Pupil interview question sheet
* Questions regarding pupil’s trust in peer mediators?
* How the peer mediators respond to signs of bullying. Discussions with LM
* Step by step process for PM
 | * JB to chase teachers to follow up the question sheet around how safe children feel about safety in school
* Peer Mediators clear on steps to follow to prevent bullying, escalating to an adult if unsure.
* Extra training to take place regarding anti bullying in Summer 2
* Lanyards to be updated and reprinted for training.
* Pupils feel safe in school and know what they need to do if they feel like there is bullying going on.
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| e-safety | * What is in place/are we putting in place?
* Digital leader assembly on cyber bullying? Is this creating impact?
 | * Parents in coffee morning were very KS1 heavy; worth targeting coffee morning to KS2 parents, in particular around mobile phone use.
* Digital leader assembly’s to be run in Summer 1
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| Bullying in the media | * Do parents see this as a problem?
* How does LM tackle issues that arise?
* Print out articles for teachers to put in problem and praise boxes/for teachers to discuss? What is the impact?
* Monitoring SMSC books for evidence
 | * Updated PSHCE curriculum covers bullying in the media.
* We encourage staff to discuss news and use the media as stimuli to support with clarity; include in circle times with a purpose.
* JB to carry out learning walk to check SMSC books
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| Parental/family involvement | * Notifying parents/carers of support schools can provide?
* Parent ambassadors
* Families Week – Summer 1 – Stonewall focus
	+ Grand parent lunch & Bring a Mum morning
 | * JB to meet LM to go through criteria
* NO to be approached to be link person for parents to direct
* Ensure that flyers are up around the school when ABQM to show that it is being addressed./newsletters.
* Bystander training to be delivered by LM
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| **Safer communities** | * Coffee Morning scheduled with Young Hackney for parents June
* Year 6 children to receive workshops from Young Hackney to support transition to secondary school.
 | * Coffee Morning date TBC
* Young Hackney to confirm dates for Year 6 workshops.
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| **AOB** | * Stonewall training follow up
* Celebrating friendship day – Look into
* Consider an app to keep parents up to date with letters.
 | * To be discussed next meeting and delivered to TAs in Summer 1 training
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