



Parent Forum Meeting Thursday 23rd March

Attendees:

Class F: Kirsty Gravett and Clark Bonfield

Class 1: Amanda Coles and Rob Wallis

Class 2: Fiona Elliot and Hayley Bond

Class 3:

Apologies: Claire Ovenell (C3), Kanna Webster (C3), Donna Clarke (SENDCo/SLT)

- Review of minutes from last meeting
- The home school communication books for school transport children have been put in place. They have been well received and allow for effective communication between parents/carers and staff on a daily basis.
- Reps have been chosen and information shared on the school website
- Home learning has been reviewed considering the feedback from parents and updated guidance written on the school newsletter. More learning will be through online Apps and additional (optional) topic/science tasks will be available to complete over each half term. All children have the logins they need for the relevant Apps for their year group – TTRockstars, MyMaths and Pearson Bug Club.
- How will parents communicate with Parent Forum reps?
 - Suggestions made – WhatsApp, suggestions box, email and in person.
 - Agreed that email is the easiest option as well as face to face conversation but there need to be clear guidelines. These are:
 - Information shared with reps is about general class/whole school matters, never about the experience of an individual child.
 - Reps must acknowledge receipt if the information and pass it on to SLT without making their own judgement/suggestion or demonstrating any bias.
 - Reps must discuss with a member of SLT if they are concerned about the tone/nature of the content of any communication they receive from another parent/carers.
 - The school data protection officer has advised that emails may be shared between parents to communicate but these emails cannot be shared via school email/newsletters so Reps will need to find a means by which to share their details.
- School App – issues that have arisen
 - Not being able to zoom in – this has been raised with the company.
 - Needing to enter payment details every time – this has been raised with eduspot.
- Attendance certificates/acknowledgement
 - The feeling amongst parents is that attendance should be acknowledged to encourage it to improve but should be a more personalised approach that is not public. Suggestions included a personal attendance log (with ticks/stickers), postcards home for improved/100% attendance.

- Area for parent/carer voting
- Polo shirt colour – some parents had said that white polo shirts get dirty, especially in the summer and would blue be a possibility. It was agreed that royal blue to match the sweatshirts would work but that we need to research the cost implication to ensure that parents can source cheaper alternatives to the school branded option first. Blue was seen to be a good alternative especially for keeping cleaner during the summer months.
- Any issues that have been brought to the attention of reps
- Sometimes staff have closed the gate/walked away prior to 9.05am or as children are arriving (late). HoS to address to ensure parents feel supported and have the chance to talk about how we can help if they find themselves arriving late as this is probably symptomatic of an already stressful morning.
- A request for the booking system for Early Birds to be reviewed so last minute bookings can be made if needed/possible.
- Please can Class F be more punctual at the end of the day as this can hold up collecting other siblings. Staff to start preparing the children a little earlier.
- Items for the next meeting agenda
- Review polo shirt colour research
- Review communication between reps and parents/carers
- Future open events
- The school's improvement journey; how far we have come and where we are going

ACTIONS

- Ensure reps know how to share email addresses with parents
- HoS to explore last minute Early Bird bookings
- HoS to take royal blue polo shirt proposal to governors
- HoS to ensure all staff are mindful of children arriving late and supporting parents
- Attendance acknowledgement will be discussed at staff/SLT meetings to explore all possibilities.
- A general reminder about communicating with class reps to be added to the school newsletter.