



**PARENT FORUM MEETING
WEDNESDAY 3RD FEBRUARY 2016**

MINUTES

Present: Rachel Callaghan
Debbie Pawson
Mia Smith
Alison Barker
Stuart Allen
Claire Haddock
Pam Lochhead
Lesli Goddard

Julie Puxley
Sharon Bear
Karen Whiter
Katie Millar
Maddie Wilkie
Ian Arnold

1.	<u>Apologies</u> Apologies were received from Emily Mander, Kate Horrey, Nikki Nash and Catherine Kelly.
2.	<u>School Fund Raising</u> Julie reported that we no longer have a full fund raising committee to organise this year's Summer Fete. Kate Horrey had suggested that the school might want to have an 'Inflatables Day' to raise money and it was discussed whether this, combined with a few popular stalls would be the best solution for our Summer Fete. We would ask Kate to look into the Inflatable companies that provide this service. The school will ask for committee/helper volunteers on this week's newsletter. The provisional date for the fete was agreed as Saturday 21 st May.
3.	<u>Parking Outside School</u> We have yet again had feedback that parents are parking dangerously outside school. Julie said this had also been brought up by Governors this term. We will put a paragraph in the newsletter reminding parents to park safely this week and also ask Meadows to remind their parents.
4.	<u>Automated Systems</u> Sharon reported that both school offices were working towards integrated admin systems. The first phase of this, the joint upgrade ParentMail system, has been successful.

	<p>We hope to have an online 'Parent Evening Sign Up' system ready for the next parent's evenings. We will also be looking at different computer software packages for online payments this year.</p>
5.	<p><u>1:1 Consultations</u> Notification is given to parents when 1:1 consultations for the children with members of the Senior Leadership Team will be taking place via newsletters and home learning letters.</p>
6.	<p><u>School Trip Contributions</u> Julie and Rachel reported that we are still struggling to get the message to parents that if they are not prepared to support school trips with contributions each term, we will have to start cancelling them. This is not what the school would want as we know how much they are enjoyed by the children and are proven to enhance their educational experience. However the Government does not fund the school for these types of activities and the school are already subsidising them as much as they can. It was agreed we would again put a note in the newsletter giving parents information on the shortfall we still had with regard to contributions in the Junior School. Rachel also noted that at the Junior School they were also finding it difficult to collect swimming contributions from parents and would have to start finding ways to cut back, perhaps by walking the children to the Leisure Centre instead of using coaches.</p>
7.	<p>INFANTS:</p>
7.1	<p><u>Class Changes</u> EYIA parents have been informed that Mrs Aiken will be going on maternity leave at half term and her class will be covered by Mrs Cass, with Mrs Dolby working more days in class 2CD.</p>
7.2	<p><u>School Photos</u> A few parents had not been happy with their school photos this year. Leslie said that parents can contact the photographers directly and ask them to send different proofs that they have of their child.</p>
7.3	<p><u>Costumes for Assemblies</u> Julie apologised if parents had been given short notice for costumes for class assemblies. Although assemblies are not something teachers plan very far in advance, we would try to do better.</p>
7.4	<p><u>Snacks</u> Fruit and vegetable snacks are still available to all Infant children. However, whereas the structure of Early Years allows these children to have access to their healthy snack at any time during the day, Year 1 and 2 have two set playtimes. We provide the snack for the afternoon play and we ask parents to send in a snack for the morning.</p>

7.5	<p><u>Whiteboard Pens</u> Parents asked if it was possible to try different pens, that won't stain white polo shirts. Our teachers have tried different options, but the current ones used are the only ones that standing up to the constant use in class. However teachers do constantly remind the children to be careful with the pens, and will continue to do so.</p>
7.6	<p><u>Water</u> A parent had asked if children could be reminded to drink water throughout the day. Our teachers always do this especially at important times such as after play and P.E. It was felt this this was an issue that should be best discussed with the class teacher.</p>
7.7	<p><u>Tours of the Junior School</u> Tours for parents of children moving to Year 3 always take place in the Summer Term as part of the induction process.</p>
8.	<p>JUNIORS:</p>
8.1	<p><u>Sports Clubs</u> It was reported that short notice had been given of children that had been accepted into school sports clubs. Rachel said they would try and improve on this.</p>
8.2	<p><u>School Planners</u> Some parents felt that messages in planners had been overlooked. This could be brought to the attention of the class teacher, or discussed at parent's evening if it was happening however, this is still the best way of communicating with teachers on a daily basis.</p>
8.3	<p><u>Snacks</u> Junior children have a 5 minute slot for eating their snack before playtime. This was originally put in as a result of a health and safety issue and now forms part of their daily timetable.</p>
8.4	<p><u>Saving Places as Assembly</u> Parents had reported that they were disappointed that others had saved so many places in front rows at the Christmas performances. Rachel said if it had been brought to the attention of staff on the night it would have been dealt with, but they will look out for it in future performances / assemblies.</p>
8.5	<p><u>Year 3 Gazebo Bottleneck</u> The Gazebo will be reduced and the flower border removed during the summer holidays.</p>

8.6	<p><u>Rewards</u></p> <p>Some parents felt that whilst children were being rewarded with badges and certificates for achievements, some children who were trying really hard and improving were not getting the same recognition, especially those that find tests hard. Also that housepoints were not always given for the same things across different classes.</p> <p>Rachel said that rewards and how they were applied (including housepoints) were always being assessed by the Senior Leadership Team. Also individual achievements and related rewards were being considered and discussed at the 1:1 consultations taking place.</p> <p>There has been an emphasis on times table achievements and badges this term, but this is driven by the Government’s emphasis on times table tests at the end of Key Stage 2.</p>
8.7	<p><u>Student Support Centre</u></p> <p>It was asked why the school, as an outstanding school, needed to promote extra tuition. Rachel said this company had advertised through the school for many years, and it was not a new initiative. It was separate from school and was completely a parental option, the school just passes on any applications directly to the company and is given a small commission in return.</p>
8.8	<p><u>Cool Down in PE</u></p> <p>Pupils are always given a warm up and cool down session in PE and Sports Clubs. It was felt that the concerns of the parent raising this point about an individual child would be best discussed with either their teacher or head teacher.</p>
8.9	<p><u>Pen Licences</u></p> <p>Year 6 parents requested that more information about the pen licence rules are posted on the website explaining in more detail when they get pens and why they are taken away etc.</p>
8.10	<p><u>SAT Revision Books</u></p> <p>Year 6 parents felt that some of the children had been overwhelmed when receiving their revision books. Rachel said information regarding the school’s expectations of the revision work (i.e. just a couple of pages at a time) was given but were happy to try and give this to parents earlier in future so that they had more time to prepare their children. Parents requested more detailed information regarding these tests (what they are about etc) be put on the school website or sent out in a letter. It was explained that although the run up to SATs is very full on, they concentrate on making the last part of the academic year more relaxed and fun.</p>
9.	<p><u>Date of Next Meeting</u></p>

	A date for the next meeting will be sent out when the school summer term diary dates have been arranged.
--	--