

## Parent Forum Meeting Minutes

19 <sup>th</sup> December 2024 – written responses to reps on items raised for parent forum.		
<b>AGENDA:</b> <ul style="list-style-type: none"> <li>• Items brought forward</li> <li>• Items from each year group</li> <li>• Positives to share</li> <li>• Next meeting date.</li> </ul>		Actions
Items brought forward	<p><b>How can we contact staff running clubs when the office closes at 4pm?</b> The phone lines are now open until 4:30pm for clubs. This is being communicated via the newsletter on 20.12.24.</p> <p><b>Do parents read the newsletter?</b> The parent survey from parents evening told us that 85 parents read the newsletter every week, 20 most weeks, 8 some of the time and 2 not at all. We will continue to use this as our main communication method each week.</p>	
Year 3	<p><b>Parents request information about the spelling quiz results as they feel unable to support children if they cannot see where they are going wrong.</b> We keep evidence of the children’s spelling quizzes in their English books, as we use this as part of our assessment process and spelling books that go home are often lost. However, we ask the children to write their scores in their spelling books for parents and carers to see.</p> <p><b>The class are having PE twice a week. For children that attend sports clubs after school clubs they will predominantly be wearing PE kits and uniform is costly.</b> Mr Neill, as PE lead, is trialling teaching split PE with his class. Some research into the area suggests two separate hour lessons of PE are of more benefit to the children's skills requisition, focus and fitness. The children can attend in clothes that are appropriate for PE - for Yr3 on a Tue this does not have to be their only PE kit although we would ask that they refrain from wearing clothes with sports club insignia or huge brand names plastered on them. If a decision is made to roll this out to other year groups, school will consider the implications on school uniform.</p>	
Reception	<p><b>I think it'll be good to know who the teacher is/are when they cover sickness for Mrs Darnell or the others.</b></p> <p>School is unable to share information about supply teachers with parents/carers as the organisation of this cannot be done in advance, due to the nature of illness and absence. Where there is a long term absence, school would formally communicate the plan with the parents/carers in a letter.</p>	

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	<p><b>Can school try and give as much notice as possible for events and their timings so working parents can try and get the time off. They have definitely improved but the phonics workshop came out quite late.</b></p> <p>Thank you for the feedback. To ensure that these events are communicated in advance in the future, we asking staff to ensure that any parent events are advertised on the newsletter and through parentmail as this has leadership oversight, rather than marvellous me alone.</p>	
Year 2	<p><b>I think the range of sessions for parents/relatives to come into school is great and I really appreciate the staff putting on these events. However, I wonder whether the day that the events are held could change each year. For example, the grandparents morning has been on a Thursday every year that I remember and if it had been a different day each year, there would have been more times when my children could have had someone to attend as Thursdays do not usually work for my children's grandparents. By changing the day of the week each year, it might allow a wider range of people to attend across their child's time at the school.</b></p> <p>This has been historically held on a Thursday to support staff wellbeing after a very early start but we will give this some consideration moving forwards.</p> <p><b>Concerns surrounding school dinners both regarding quality and quantity have been raised by parents.</b></p> <p>Thank you for the feedback. School has noticed some of the same issues and have raised concerns directly with HCL, our provider. We encourage parents and carers to feedback directly to HCL using their website <a href="https://www.hcl.co.uk/contact">https://www.hcl.co.uk/contact</a> or School Grid issues (problem booking meals/payment) <a href="mailto:support@schoolgrid.co.uk">support@schoolgrid.co.uk</a></p>	
Year 4	<p><b>Could Christmas events be over one or two days as parents with multiple children have to take time off work on multiple days.</b></p> <p>This is feedback that we will take on board and consider for next Christmas, thank you.</p>	
Year 5	<p><b>With regards to the random sports tournaments through the year (Cricket, Rugby etc) - Do you know in advance what these will be and what is the procedure for picking kids? Some have said it's names in a hat, some have said they volunteer. Some kids have regretted volunteering not knowing that their preferred sport is coming up or vis versa. Will children only be able to participate once?</b></p> <p>School is sent over the list of events termly, and we apply for the ones that we are able to attend, but don't always get a place or are placed on a waiting list. Because we cannot guarantee the</p>	

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	<p>event will go ahead, we don't want to get the children's hopes up by sharing what is coming up in the term. The children are firstly asked who would like to attend and then are chosen by class teachers based on their attainment and effort during lessons or clubs. Some events are more focused on teamwork and skills building whereas others are more competitive. If there are a number of children who are right for the event, then names are drawn out of hats. We keep a tracker of who attends to ensure that everyone will get an opportunity and because of this, pupils will usually only be able to attend once.</p> <p><b>Feedback on parent survey and communication when school asked how we could improve. A parent feels it's a long time between parents evening in February and end of year reports, without any feedback of progress or achievement. So, some form of communication around that would be welcomed.</b></p> <p>Thank you for the feedback, we take this on board.</p>	
Positives from multiple reps	We really appreciated all the positive comments – these have been shared with staff. Thank you.	
<p><b>Next meeting:</b></p> <ul style="list-style-type: none"> <li>• 13<sup>th</sup> Feb – 2:30pm</li> </ul>		