**PRESENT:** Wendy Donnelly (head teacher); Abbi Milton (parent); Debbie Richards (parent); Numera Anwar (parent); Tracey McGloin (staff governor)

**APOLOGIES**: Suzanne Alford (parent); Lisa Hoy (parent); Zoe Evans (parent); Lizzie Roser (parent, who has resigned from the forum due to work commitments).

**AGENDA:**

* *apologies*
* *Update on actions from last meeting*
* *Behaviour (non-uniform days)*
* *Reward contract in upper KS2*
* *Home School Agreement*
* *AOB*

1. **Welcome and apologies for absence**

Wendy Donnelly opened the meeting with introductions. Apologies were received as above.

1. **Update on actions from last meeting**

* Mrs Mauldon spoke to children again about arrangements for Golden Tickets
* Thanks were passed on to Miss McGloin re Year 5 puberty lessons
* Mrs Nott has sent a letter out to KS2 parents clarifying reading book arrangements

1. **Behaviour (non-uniform days)**

DR asked if children had come close to having a non-uniform day at the end of term as it seems a while since they achieved this reward. WD explained that it looked likely until the last week when there was an incident where several older pupils were given a conduct record. Behaviour remains very good generally because we keep a tight hold on things and sanctions are issued and recorded through the conduct records. Mrs Mauldon worked very hard on re-arranging lunchtimes from the start of last term and this resulted in a decrease in conduct slips. The need for the change was identified through routine analysis of conduct slips that showed some issues in KS1 from the start of this academic year. This seemed to be a result of the increase in numbers throughout Years R, one and two. We are hopeful that the reward will be achieved at the end of this term. The very large majority of pupils always achieve their weekly reward for good conduct (Golden Play).

1. **Reward contract in upper KS2**

The contract is negotiated with the class at the beginning of the school year and children sign up to it. They are required to read at least three times per week, complete their homework and behave appropriately at all times in order to achieve the termly reward. Three “strikes” results in a pupil not achieving the reward for that term. Some rewards are out of school e.g. trampolining, ice-skating whereas others are in school e.g. Forest School for the day or a film and popcorn. This has proved very popular and helps to instil good learning habits and ensures that those who always do the right thing are recognised. The reward contract starts in the final term of year 4 in readiness for upper key stage two.

There was some discussion of attendance awards i.e. where children are given a reward/certificate for 100% attendance each term. We have given out certificates at the start of the school year for 100% attendance but feel that it is unfair to reward children regularly when, through no fault of their own, they can miss school through illness. Some children also have a lot of medical appointments to attend.

1. **Home School Agreement**

WD requested help from the Parent Forum to write a new, concise Home School Agreement.

This would make clear the support and conduct that the school expects from parents and would outline what parents can expect from the school. This needs to be reviewed as staff are increasingly concerned about a very small minority of parents who make unreasonable demands on them and do not interact with them in an appropriate manner. Dealing with such issues often takes staff away from the important business of teaching and learning. Helpful ideas were put forward from Forum members and a number of actions were agreed (see action points).

1. **Scooter pods**

AM asked if the scooter pods could be relocated so that the children can use them again. WD explained that this is on the work schedule for the site team but she will speak to them and ask if it can be done soon.

1. **Dangerous road crossing**

NA expressed concerns regarding the dangers of crossing the road when walking from Snodland or Holborough to the school. The Peters’ Village roundabout is the ideal location for a pelican crossing. There are increasing numbers of children walking to school and this should be encouraged. WD agreed and explained that she has been communicating with an action group and Snodland Council to seek a reduction in the speed limit on the by-pass and also the provision of a safe crossing on this roundabout. The result of the action group’s work is that the speed limit has been reduced to 50mph and a toucan crossing is being put in place. However, the crossing will be by the next roundabout (Ham hill). Zoe Evans (forum member) has been heavily involved in the action group and would probably welcome support from other parents.

It was suggested that the school approaches Medway Council (as they are responsible for the by-pass on this side of the roundabout) to request a safe crossing nearer to the school. WD will discuss this with the governors with a view to writing to Medway Council. They are, however, aware of our concerns about the situation because it has been made clear in the School Travel Plan.

1. **Homework**

Parents feel that some children are finding the SPAG mats and maths worksheets a bit repetitive. The general opinion was that children would welcome homework in subjects other than maths and English. Mrs Angus’ Year 4 homework where the children had to pick a number of different, interesting tasks to achieve a certain number of points was mentioned as being very popular last year. Apparently, the competitive elementencouraged many children to complete more tasks than were required. WD will mention this to the KS2 Leaders.

1. **Term dates**

There was a request to publish term dates two years in advance. WD will look into the possibility of this.

1. **Mini Youth Games transport**

There was discussion of the difficulty that some parents have in transporting their children to Mini Youth Games and other sporting events. Parents are very happy with the range of events and after-school clubs offered but transport can be a problem. WD/TM explained that we are aware of this difficulty. There are not enough pupils to warrant laying on a coach and a coach is very expensive anyway. It was suggested that perhaps we could consider fundraising to buy a mini-bus, particularly as we could do it as an academy trust now. TM pointed out that this would not work because Cliffe Woods would need the minbus at the same time as Halling as we frequently attend the same events. A minibus is a very expensive outlay but WD will ask the PTA for their thoughts on this. In the short term, we will look into the possibility and costing of minibus hire. There was some discussion about how we would stand with regard to the provision of booster seats.

**ACTIONS:**

* ***School to work on draft Home-School Agreement and, if possible, bring to next forum meeting;***
* ***School to remind parents of the following: use of the absence line to report a child’s absence rather than speaking directly to the office; reminder of Pastoral Lead (Tracey McGloin) school mobile number for messages; reminder of the meeting request form for parents and the rationale for using this;***
* ***Put copy of the meeting request form on the website;***
* ***Home-School Agreement to be signed in face-to-face situation at key transition points i.e. starting school; end of KS1; end of Year 5.***
* ***Home-School Agreement to include pupil conduct (learning and behaviour) expectations for end of KS1 and end of Year 5;***
* ***WD to speak to PTA to ask for their views on fundraising for a minibus;***
* ***WD to speak to governors re writing to Medway Council about a safe crossing on the by-pass***
* ***KS2 Leaders to consider parent views on homework;***
* ***Site team to relocate scooter pods***

***THE NEXT MEETING WILL BE HELD AT 2:00 ON WEDNESDAY 3rd JULY 2019***