**PRESENT:** Wendy Donnelly (head teacher); Tracey McGloin (Home School Support and staff governor); Mark Tickner (Chair of Governors ); Suzanne Alford (parent); Genette Hawkins (parent); Laura Jones (parent); Numera Anwar (parent).

**APOLOGIES** received from Lizzie Roser (parent)

**AGENDA:**

* *Welcome and introductions*
* *Parent consultation evenings*
* *Anti-bullying policy*
* *Car parking*
* *Year 5 and 6 reward trips*
* facebook
1. **Welcome and apologies for absence**

Wendy Donnelly opened the meeting and thanked all parents for their commitment in joining the Parent Forum. Apologies were passed on from Lizzie Roser who was unable to attend.

1. **Review of actions from previous meeting**
* *Thinking Hats meetings arranged (one today and another on Thursday)*
* *Thinking Hats marking review on agenda for staff development day*
* *School bulletin sheet received (with thanks to NA) but new website should offer level of communication required*
* *Office emails will be changing to meet requirements of GDPR*
* *Contact details for representatives are on website.*
1. **Parent Consultation Evenings**

NA explained the format of the Pupil-led Learning Reviews in Year 5 and 6 to other parent members explaining how they put children at the centre of their learning and encourage them to develop good presentation skills. WD explained that the school would really like to roll this format out to the rest of KS2 but, as each takes 30 minutes and involves the teacher plus the head or the deputy head, this is a huge time commitment. Other members were very positive about the videos of their children talking about their learning in FS and KS1 classes. WD said that the school were keen to make Year 3 and 4 consultations more effective and would welcome any ideas from parents. However, the main reason for this item on the agenda was to discuss the issue with some children’s behaviour during the consultation evenings. Parents are bringing FS and KS1 children with them and some are allowing their children to run around, make a lot of noise and generally disturb other parents. This was particularly noticeable on the last two evenings when SLT members were engaged in Year 6 learning reviews so could not

monitor the situation. The viability of holding a crèche was discussed but this is not an option for the school due to: space; staffing; security issues regarding who is in the crèche. A crèche used to be in place some years ago but became very difficult when parents wanted to leave babies and toddlers as well as school age children. The school does, however, recognise that there can be difficulties finding childcare so that both parents can attend (and we prefer to see both) and also when two siblings are involved in meetings. It was decided that: learning reviews will be arranged so that either the deputy or the head will be available to monitor the situation; parents will be asked not to bring KS1 or FS pupils; parents of children who are behaving inappropriately and disturbing others will be spoken to.

1. **Anti-Bullying Policy**

This item was raised by LR who was absent from the meeting so will be carried over. TM explained that she had looked through the policy and would add herself as a contact for parents in addition to the class teacher.

1. **Car parking**

The issue of parents parking in front of the emergency exit/entry gates (the big double gates) to the playground was raised. Parents are concerned as this means that anyone walking on the path then has to step into the path of traffic. WD expressed the school’s constant frustration with inconsiderate and unsafe use of the car park. Other members said that they have seen parents removing the cones that are in place to prevent parking in front of these gates. WD will speak to the site management team, however, there will be very limited availability of parking for parents during the imminent building work so parents will have to consider their journeys to school. All parents will be informed of the arrangements for this following a site meeting with the contractors on 22.03.18. It was suggested that the school offer some incentive to pupils who walk to school. WD will discuss this with the PE Lead, Mrs Angus, and think about how this could be linked to health and fitness and what the incentive could be.

1. **Year 5 and 6 reward trips**

NA asked if consideration could be given to the financial pressures of paying for these additional trips as some parents may have more than one child. WD explained that, originally, the trips/events were sourced with a view to what was free, on-site or very low cost. The rationale for these events was explained and it was agreed that they are very beneficial and enjoyed by the children. WD will pass concerns raised to the Year 5 and 6 teachers.

1. **Facebook**

The possibility of a facebook page to improve communication was discussed. TM explained that we are going to launch a school twitter account shortly. There was positive feedback about the school’s new website.

**ACTIONS:**

* *WD will reinforce message to parents about not bringing KS1 and FS children to parent consultation evenings. SLT members will monitor behaviour and ask parents to control their children if necessary;*
* *Members of the Forum will consider any ideas about how to make Year 3 and 4 meetings more effective;*
* *TM will add her name onto the Anti-Bullying policy;*
* *WD will speak to site management team re the parking issue. Parents will be notified as to parking restrictions during building work as soon as we have clarification from the contractors;*
* *WD will speak to staff about incentives to walk to school;*
* *WD will ask if the PCSO could sometimes be present during peak traffic periods;*
* *WD will speak to Year 5 and 6 teachers re reward trips;*
* *Parents will be informed as soon as twitter is up and running.*

***THE NEXT MEETING WILL BE HELD AT 2:00 ON WEDNESDAY 18thAPRIL 2018***

Parent representatives’ arrangements for contact from other parents:

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| --- | --- | --- |
| YEAR GROUP | REPRESENTATIVE | PREFERRED METHOD OF CONTACT |
| Lizzie Roser | Year R | Email: lizziehilder@gmail.com or face-to-face |
| Suzanne Alford | Year 1 | Email: suzyxray@hotmail.com or mobile 07946495002 |
| Laura Jones  | Year 2 | Email: warrens.1@live.co.uk or face-to-face |
| Genette Hawkins | Year 3 | Email: genette14@hotmail.co.uk or face-to-face |
| Numera Anwar | Year 4 | Email: numera@outlook.com |