



## Parent Forum meeting

Date: 12.07.22

Time: 4pm

Chaired: Oliver Winstone

**Attendees:** Cheryl Bridge, Daksha Ladwa, Stephanie Thompson, Karen Fitzpatrick, Rachel Sheehan, Tracy Paskins, Michelle Rigby, Victoria Ellis

### Parent Forum Code of Conduct 2021-22

- I will raise issues in a professional and constructive manner.
- I will attend meetings half-termly and where this is not possible, will email Mr Winstone to notify of an absence.
- I will keep information about individuals confidential.
- I will not use the role to raise my individual needs.
- I am happy for my personal email to be shared across the school.

Please understand that if you breach the Parent Forum Code of Conduct, the school will have the right to remove you from the role of Parent Forum Representative.

### What, So what, now what Rolfe reflection model?

Professor Gary Rolfe and colleagues (2001) describe another useful framework for self-reflection in their book 'Framework for Reflective Practice'. It's **based around three simple questions: What? – describe a particular situation, then focus on achievements, consequences, responses, feelings and any problems.**



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WHAT...	SO WHAT...	NOW WHAT...
QUESTIONS	RESPONSES	ACTIONS
<b>Woodpeckers</b>		
<b>Robins</b>		
<p>- Sometimes too short notice for themed/dress up days. Parents often feel pressure to have to go out and purchase items in order for their child to fit within the set theme. There are often times when it's a few things a week rather than spacing these things out</p> <p>- Often parents are inundated with emails and struggle to keep track of requests as to what their child should wear/bring to school</p> <p>- Too many platforms - makes it confusing for parents (many struggle with the 360 payment portal)</p> <p>- consideration to introduce a contact book for parents/teachers to communicate directly when needed</p> <p>Another item that was raised was the cleanliness of the school, in particular the toilets. Some children refuse to use the facilities because they aren't very clean and smell very unpleasant. Another point noted by a parent was the dust levels in the school hall.</p> <p>Parents' evenings should revert to in person again.</p>	<p>Curriculum plans are developed so there are no clashes and there is always an attempt to balance giving enough time for parents to be aware. We will aim to avoid double bookings.</p> <p>Communication is an aim to improve. Being succinct and giving parents enough notice is vital.</p> <p>Emails and Google Classroom. Parents have reported that Pay 360 is difficult to access and not user friendly.</p> <p>These increase contact but also take away from vital learning time. Books can also create GDPR issues as they are not secure.</p> <p>New caretaker has been tackling most of these issues. Also, a cleaning contract is being looked at.</p> <p>Agreed that we lose personal conversations.</p>	<p>There is now a shared calendar which parents can sign up to. Events are also put on our website. We will send an overview of the curriculum to each class to meet the teacher in September. <b>Active from week 5 Sum 2</b></p> <p>Google classroom will be used more effectively from September as a communication tool.</p> <p>We will explore communication logs through BromComm. School will also explore online communications.</p> <p>Noticeable improvements have been noted by staff, children and parents.</p> <p>Class assemblies, open mornings and afternoons to be introduced from September. 1 virtual and 1 in person to be planned.</p>

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It would be good to get an overview of what your child is learning for the coming term. This would help to encourage and engage your child in the topics at home as well as the classroom.		Meet the teacher and we will be sharing curriculum overview with homework menus. <b>Booked in for week 2 AUT 1</b>
<b>Kingfishers</b>		
Can we not choose certain days for lunch per term so they can have set days for school lunch and set days for packed lunch per term? Some people can only afford to pay 2 to 3 lunch days per week not the full week.	This has been moved to termly to ensure better, smoother running of the office - if parents are having issues funding, please contact us.	We will reassess this on a termly basis to see if it can effectively be managed.
Do we get the individual child's results from the national phonics tests	Yes. These will be sent out with end of year reports.	Mr W to get feedback about 'pasta' options.
<b>Doves</b>		
<b>Starlings</b>		
Lack of communication in general. Confusing messages about PE days, when spelling tests are due. Parents thought spellings were Fridays but children said they did them earlier in the week.	This has been poor and is a result of last minute staffing changes which often cannot be avoided.	September there will be a whole school approach so it is clear.
No update was sent on Mrs Stephen's, not personal information but if she was expected back before the end of term as it had been quite a few weeks with various supply teachers. (Note Mrs Stephens back in class from this Monday 11 <sup>th</sup> July)	As mentioned, we cannot discuss staff absence. 1 supply teacher was booked in for the entire absence/cover but COVID issues affect the supply agency. Daily/weekly updates wouldn't have been possible.	Where teaching is planned this can be shared. We will endeavour to reduce PE days changing.
Plan for September 2022 as promised is outstanding. How will children be learning / supported to bridge the gap from Covid.	Setting and streaming of phonics and Year 6 explained.  PiXL to be explained. NTP.	Mr W to send cover letter out to parents when PiXL scores are shared next term. This will show all

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<p><i>Smaller groups for set subjects? Etc. Where they are now, versus where they should be on the curriculum as the next 4 years seem even more crucial.</i></p> <p><i>Small niggling frustrations</i> <i>Class trips – no library trip for 2AS, is this because they had continuous supply teachers?</i></p> <p><b>Positives:</b> <b>Sports day was really appreciated by all the parents to be able to come and watch.</b> <b>All the effort the staff put in showed.</b></p>	<p>This was planned but impacted by cover COVID absences. Supply teachers educational visits and TA absence. Not good enough form school point and would not happen again.</p> <p>Exceptional effort from all. Avery enjoyable, competitive day which was very well planned by staff.</p>	<p>areas of curriculum that children in Year 2 - 6 have tackled.</p> <p>RAG rated colour sheets to be shared AUT term. Mr W to ensure parents are notified of NTP interventions.</p>
<b>Sparrows</b>		
<b>Blue Jays</b>		
<p><i>What plans are there for the children to start using the book bus again?</i></p> <p><i>Is the space in front of the nursery classrooms going to be opened up and used by the children?</i></p> <p><i>Uniform - during the summer term, if the girls are wearing summer dresses, do the boys still need to wear their tie?</i> <i>Uniform - the policy mentions a Black logo'd track suit - this has never been available at Caseys and they are not aware HTL had this</i></p> <p><i>Has the issue been resolved with food being taken from packed</i></p>	<p>Excellent resource that was funded/planned by PTA and brilliant addition to the school.</p> <p>Another excellent asset for the school which needs to be used.</p> <p>Working party for developing the uniform policy.</p> <p>To be developed.</p> <p>Unaware of issue.</p>	<p>weekly/bi-weekly timetable from September.</p> <p>PTA are currently working with Mr W to formulate a plan and make the area safe. Grants/funding are also being explored.</p> <p>Due to time restraints, this would have to be in AUT and while we appreciate people would like to know before summer, we will not make/enforce changes without a terms notice.</p> <p><b>Agreed at the meeting that PE kit can be worn on PE days from SEPT.</b></p>

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<p><i>lunches? It has improved but things are still going missing (not sure if this is limited to Yr 3)</i></p> <p><i>Please could a reminder be sent about appropriate clothing for parents when attending school and taking part in school sporting events?</i></p> <p><i>Please could a reminder be sent regarding bringing animals on school property regardless of marriage status</i></p>	<p>Disclaimer to be sent formally and reminder was given at start of race.</p> <p>This is not acceptable.</p>	<p>Mr W to notify all teachers and speak with MDS about being extra vigilant. <b>Planned for 14/07</b></p> <p>Caretaker to put up no PETS signs and Mr W to attach to newsletters. <b>Ordered 13/07</b></p>
<b>Owls</b>		
<b>Hawks</b>		
<p><i>Why do we have to queue on the other side of the building for pick up when drop off is okay in the playground?</i></p> <p><i>Zoe has mentioned they can't do cartwheels or hand stands at play time, is this a H&amp;S matter or have there been incidents?</i></p> <p><i>Is there still plans to renovate the gardens in front of the school which have been fenced off since I have been coming here.</i></p>	<p>Drop off is staggered to avoid build up of congestion.</p> <p>H&amp;S matter on concrete. More of an issue without shorts/culottes.</p> <p>(See above)</p>	<p>Mr W to speak with Miss Hills and assess whether this could happen. Possible to try for last week. <b>Email sent 13/07</b></p>
<b>Pelicans</b>		
<p><i>1. School uniform amendments requested, especially those relating to girls' summer uniform e.g. colour of summer jackets and trainers...</i></p> <p><i>2. Lack of parents' evening for half the class after Mr Boyd's unexpected departure in March. No communication about this and</i></p>	<p>(see above)</p> <p>This isn't good and should have been dealt with by Head.</p> <p>This will not happen again.</p>	<p>Reports are going out next week for each child and should be reflective of the year the children have had.</p>

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<p><i>nothing offered to parents.</i></p> <p><i>3. Concerns about students being used for tasks while other students continue their learning e.g. packing away PE equipment, marking homework instead of the teacher...</i></p> <p><i>4. Lack of communication re. changes to PE day or when extra swimming gear or food storage items are needed in school, except for telling the children. As not all children pass this on to parents and not all parents are at the school gates, this proves a problem. We do have a class WhatsApp group but not everyone has chosen to be part of it.</i></p> <p><i>5. One parent wanted confirmation that although children in Year 5 have been taught about puberty and reproductive organs, everything else relating to sexual relationships will be left until Year 6, according to school policy. Will we be informed about what will be taught and when?</i></p>	<p>In general, we may use children to help assist the teacher and be good role models around the school. They may be peer marking homework which is something we would encourage but we should not heavily rely on children being 'helpers'</p> <p>Communication should not be left for children to pass on and word-of-mouth is not a good enough approach.</p> <p>Anything that is covered in Science topics wouldn't automatically get shared. RSE, particularly, the Sex education part, should be communicated in good time with option of parents to withdraw their child</p>	<p>Mr W to address teachers.</p> <p>Mr W to email all staff regarding how we communicate with parents in good time.</p> <p>Mr W to work with RSE/PHSE lead to develop a way to share material on Google classroom before they are taught.</p>
<b>Hérons</b>		
<p><i>Only one question popped up today regarding whether the children will be able to meet their new teacher prior to September?</i></p>	<p>This has been shared in the newsletter for the past 2 weeks. Children will spend a session on Monday 18th July at 11am with their new teacher in their new classroom.</p>	
<b>Eagles</b>		
<b>Phoenix</b>		

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*O. Winstone*

Mr O Winstone  
Interim Principal



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