

A Parent Forum is a partnership between parents and the school. It is a valuable way to share ideas, views, concerns and make suggestions for improvement.



The aims of the Parent Forum:

- to work together to improve the education provided for our children
- to share information, knowledge and skills
- to meet in a mutually supportive environment
- to further improve communications between parents/carer/ staff/governor

Parents who are members:

- Mrs Cooke (Year R & 3)
- Mrs Belsey (Year 2)
- Mrs Parker (Year 3 & 5)
- Mrs Prudham (Year N & 1)
- *Mrs Druce – can no longer attend as a member of staff*
- *Mrs Russell – can no longer attend as a member of staff*

Meeting 2 – Wednesday 24th November 2021 – rearranged to 1st February 2022

Attendees: Mrs Smith (Headteacher) Mrs Parker (virtually), Mrs Cooke, Mrs Prudham, and Mr Pemble (from 2:45pm)

Parent Forum Minutes

Previous Minutes – discussed – briefly recapped. Still would like more members for this group.

School update – staffing and covid information currently.

Points to discuss from others brought to the meeting

White t shirts for EYFS this was discussed at Governors and feel that the white t-shirts are to remain as is. This is the school wide uniform that has been in place for many years and it doesn't seem right to change at this time. It is a bigger process than just changing a colour and doesn't feel a necessary step currently.

Action: NA

General appearance of school looking a bit run down. This is agreed as not quite looking as it should be, but priority has been to run the school efficiently for pupils. Site Supervisor is appointed and starts on 11th Feb with a considerably greater number of hours than previous so this will, over the coming weeks, be addressed and improved. Specific comments about bins, etc.

Action: comprehensive list shared with Site Supervisor once started to address over coming weeks.

Streamlining communication, separating important 'need to know' and 'actionable' from other news and reducing paper communication and letters where possible. Discussed at length different ways forward with this – making more of use of website to share things and make it known that is where things are. Also considering an online calendar linked to website that can be accessed on the phone – maybe link to staff one already recently set up on Google Calendar. Selling of the Nursery part of the school on the website too. Costs hours etc. Also maybe using Eduspot for permissions?

Action: SS to work with office to re discuss moving forwards with elements of this; SS to add calendar to website asking IT company to assist; SS to work with parent to look at Nursery advertising/information on website. SS to promote what is on website e.g. all newsletters are on there.

Homework Sometimes homework goes unmarked or unacknowledged which can be disappointing when a lot of effort has gone in at home to get the homework completed. Also, conversation about it helping parents to understand where their children are at with their learning – mindful of it being manageable for teachers too. Using homework parents' teacher sheets as intended? Some discussion about consistency of homework in its amount and whether especially in Y5 it is too much. Also asking teachers to go through homework with the children before it goes home.

Action: SS discuss with staff. In the coming weeks, review the consistency, amount, provision (task type and relevance) and policies surrounding homework.

Reading, there can be a lapse of weeks without teacher comment in reading record which makes parent wonder how often being read with at school. This was also discussed and mainly aimed at Y2 although any recording of when children are heard at school would be useful for a parent to know – just a stamp / signature nothing laborious. Discussed use of Guided reading more in Y2. Children in KS2 are less likely to be heard read unless a concern about reading is there.

Action: School to purchase stamps so that when a child reads to any adult this is recorded. This is an area we really do value parents doing with their children at home and can see noticeable differences in those that do and don't. Priority lists are made in each class based on progress.

More incentives and rewards, reading miles, certificates etc. The growth mindset is great but appears to be the only incentive/award/recognition for achievements. Certificates go a long way in encouraging children to strive! Also maybe Hot chocolate Fridays. This was also discussed as a group – SS identified things we do additionally – star of the day, house points, HT Value award and as a SLT following receiving these comments previously, beginning to think more about house points and their consistency in being given – making sure golden time per class is reinstated.

Action: With staff review awarding of house points. Also key to think about praise given verbally as this is for us key. Will consider other ways we can build in things and there will more reading challenges.

Class eco reps to encourage recycling, reuse, sustainability in and around school including responsibility for using and maintaining the planters that were cleared during Ian's tidy up day. This was again discussed but sadly in the current climate of managing a school does not top the agenda but is definitely something to consider moving forwards.

Action: Not a direct priority but will definitely consider in the future. Many planters do have things in them already planted hopefully soon to appear. School council have also written to garden centres asking for bulbs etc. Could parents set up a gardening club for pupils? Reinstate Eco Reps (maybe link to Adderbury Ambassadors) – speak to staff to see if anyone can lead on this.

Parents evening – this was discussed and the 9-minute slot not being long enough. This expectation is for whether F2f or virtual, so parents are not to expect any longer a slot if F2F. A hybrid model was discussed and parents are keen to meet in person. SS reinvestigate.

Action: With current climate F2F is not viable this time. Understand completely the keenness here and will arrange summer events to be F2F.

PE kits and children coming into school in them. This isn't something we shall be adopting – there are lot of benefits of children changing and having a PE kit in school all week that can be used.

Action: NA

UKS2 wearing the wrong socks to school – should not be labelled but plain school socks – felt unfair.

Action: mentioned to staff

Y5 friendship issues particularly the boys and not feeling that Herons and Kingfishers can mix in school? Something for us to work on as a phase here.

Action: Discussed with phase staff about different strategies and ideas.

SEN in children and other being aware that it is ok, and everyone is different has different needs- take up with Mrs Druce.

Action: shared with Mrs Druce and staff – will identify how we can incorporate this.

Limiting the amount of 'creation's that go home from children in EYFS

Action: shared with EYFS staff

Weren't aware about Open Book look - revert back to communication discussion – was on Diary dates sent out, was in newsletter sent out; also consider different days – certainly can do this and will put on a different day next time – just mindful of clubs on other days and staff not being available.

Action: Was communicated at least on three occasions. Communication from point before will help with this. A Wednesday next time.

Reminders about emailing protocols both for when parents can email with questions and queries and expectations on responses and ask questions etc but also timeframes for teachers to respond to.

Action: share with parents and also discuss with staff.

Knowing EYFS staff – photos up maybe for in door area so parents etc know who is who.

Action: this has been requested to go up.

Clubs - whilst it is fair to have a system of draw out the hat if oversubscribed what happens if the same child is never drawn out the hat or chosen.....do we keep records of who attends – has every child had an opportunity etc.

Action: all sports clubs are tracked by Ms Sambrook. SS will ask office to track this moving forwards on a spreadsheet – will be a useful and interesting exercise to see uptake etc.

Item from School:

Healthy Food policy (previously circulated to members) – Mr Pemble joined. All in favour generally of this policy. Interesting discussion about snack time to eat fruit specifically as they don't want to eat as they lose time to play! Also, discussion around content of lunchboxes vs School dinners. Wording used to promote this message is key however somethings do need to be clearly laid out in black and white and what is trying to be achieved explicitly laid out -hoping that the majority of parents can buy in. Discussed linking to mental health as well and making it holistic to all, also discussing links to body. Thinking more about disposal of food – cost aspect selling all the key points in healthy diet etc. SS referred to course from NS and SS. Parents to send back edited version. Also consider quality of fruit sent to school from company and explore different alternative ideas.

Action: SS to share with wider school community this policy and NS and SS with CP support to continue with work on this area with all stakeholders in school.

Next time 23rd March 2022 – 2pm.