

Minutes from Parent Forum – 12th May, 2017

Agenda:

Welcome and introduction of Parent Representatives attending: Mrs. Geden thanked those in attendance and recognised the apologies that had been tendered. Mrs. Geden reminded those attending of the importance of discussing issues arising in a collaborative and professional manner.

PTA: Mrs. Geden informed Parent Representatives that, following her decision to take on the position of Chair of the PTA, Angela Webb will step down from the role of Parent Representatives to concentrate on PTA organisation. Lucy Hewitt has kindly agreed to take up the role of Parent Representative for the remainder of the year.

Action: Mrs. Geden will ask Miss Relf to update the website and include this change in the weekly newsletter next week.

Water from the top field: Parents have expressed concern about the water, which has begun to run off the field and onto the ramp. Mrs. Geden advised Parent Reps that Dave has already had Thames Water out to the site, who have taken samples and will return. A parent Rep noted that there was an issue with a leaking water pipe in Green Lane, which may be linked.

Action: Mrs. Geden will pass on the information about the leaking water pipe in Green Lane to Dave and will keep Parent Reps informed of any relevant developments in moving forward. John and Dave will ensure the ramp is kept swept so the opportunity for the ramp to become slippery is minimised.

Miss Stanley's absence: Mrs. Geden informed Parent Reps that Miss Stanley remains unwell and has been signed off from work until the end of June. Mr Cook and Miss Relf will continue to teach the class, supported by Mr Kinsella as Phase Leader.

Action: When further information becomes available, the school will ensure Year 3 parents are kept updated.

Homework: Following a request from a parent, Mrs. Geden reiterated the information from the newsletter clarifying the expectations for homework, e.g. the school **expects** children to read on a daily basis and complete spellings and maths/tables homework they are set. The homework grid is given as **suggestions** that can further children's learning; the grid should be used to provide one suggested activity each week, with children encouraged to pick activities to develop a range of learning behaviours. The school feedback policy is that children's homework should be acknowledged but there is no expectation of a written comment (although this does not mean that staff cannot make a comment, should they feel it is important to do so). Mrs. Geden also explained that the removal of the Comprehension element of homework is due to a higher focus on this activity in whole class teaching and Guided Reading sessions, where feedback can be given immediately.

Action: Mrs. Geden to check the consistency of this approach, and the communication of expectation to children, in each phase (through the Phase Leaders)

Parent Workshop Communication: A concern had been raised about the lack of information about Parent Workshops on the newsletter. The information about Parent Workshops was provided at the beginning of the term and emailed out to all parents. However, Mrs. Geden accepted that it had been missed as a 'reminder' from the newsletters this term but that the school had been made aware and would include the information in future.

Action: Mrs. Geden will ensure that this information is included on the weekly newsletter. Once the school has an electronic calendar set up (which is something the school is working towards), it was agreed that a reminder could be emailed to Parent Reps in advance to remind them to ensure parents in their class know about the workshop.

DBS Checks for Parents Accompanying Trips: Mrs. Geden noted that parents who are accompanying children on school trips do not need a DBS as they are not carrying out a regulated activity without the supervision of a class teacher. Class Teachers complete a planning form for each trip, which includes information about the adult:child ratio and volunteers and is 'signed off' by Senior Leaders. If there are concerns about safeguarding in respect of any volunteer, they will not be allowed to accompany the trip.

Water Fountains: Reception parents had asked if the water fountains, which are currently located in the toilets, could be re-sited. The school is currently looking at water fountain provision and the feasibility of re-siting some drinking fountains.

Action: Mrs. Geden will keep Parent Forum informed about the outcome of the feasibility study.

Fruit for KS2 Pupils: Parents will need to be asked to contribute towards the cost of KS2 fruit. The school will be looking at a range of ways of asking for this donation.

Action: The Senior Leadership Team will put forward their ideas for how this might be funded and a proposed amount for further feedback. [UPDATE: A Fruit Fund is proposed from the final term of this year. Parents will be asked to pay £4.00 each term \(6 times a year: Autumn 1&2, Spring 1&2 and Summer 1&2\), making a total of £24.00 across the year. Parent Reps are asked to discuss this proposal with parents in their class and email feedback to Mrs. Geden.](#)

Sports Day: A couple of year group parents had requested feedback on the proposed 'Festival of Sport'. Mrs. Geden explained the cost factor involved in using Coldharbour and the school's vision to widen children's horizons in respect of sport across the world. Parents acknowledged that they could see the benefit of children making geographical links and experiencing other sports but had concerns about the lack of progression in the activities offered last year, e.g. KS1 and KS2 doing the same activities with the same equipment. Feedback also recognised the 'community' element of the traditional sports day and the need for children to be involved in competitive sports.

Action: It was agreed that, when available, a draft outline of the events would be shared with Parent Reps for further discussion. Mrs. Geden will also liaise with the Senior Leadership Team and the Sports Lead about the competitive/ community element. If the school does use Coldharbour, Saffron Tough feels she could try to negotiate an improved rate as she has links with the centre.

2017 – 2018 Academic Year Forum: Mrs. Geden asked Parent Reps to think about how the Forum might be improved and access widened to the meetings next year.

Action: Parent Reps to discuss with parents and provide any feedback about the Forum, and Parent Reps, ready for discussion in the next meeting.

AOB: Parents thanked Year 6 staff, and all other staff involved, for their support of Year 6 in SATs week. Parents felt that children had been kept positive and staff had worked hard to prepare children for their SATs and keep them going throughout the week.