

	<p>the nature of communication and to flag any concerns with school should they arise linked to the nature of communication being shared. School also stressed that it cannot share parent/carer contact details for the purposes of communication and that class reps would need to seek permission from individual parents for sign up. However, school could help initial sign up by sending a class rep message out to parents 'blindly' on Parent Mail should class reps request it.</p>	<p>communication methods. If so, class reps will share a message with SS that will be sent via Parent mail to parents/carers within the class inviting them to make contact with their class rep to share consent for contact details to be used in this capacity</p>	
<p>Role of parent forum</p>	<p>Nature of parent forum meetings was discussed. These will be held half-termly to provide an opportunity to discuss all feedback, ideas and suggestions raised by parents/carers and to share feedback on points previously raised. Parent forum meetings will be open to the whole parent /carer community (not just class reps) and all will be welcome to attend</p>	<p>Class reps to attend parent forum meetings when able to do so</p> <p>SS to invite all parent/carers to half termly parent forum meetings via the school newsletter</p> <p>SS to ensure parent forum notes are uploaded on to the school website for parent access and are disseminated to all CT/SLT and class reps following meetings</p>	
<p>Toilets</p>	<p>Parents raised concerns linked to parent feedback re. general hygiene in toilets, specifically referencing lack of soap, broken locks/flush and general cleanliness. Parents were informed that school were aware of the lock situation and have recently replaced all locks again following previous replacements due to chn breaking the locks. Parents were also informed that all toilets in school are thoroughly cleaned daily after school</p>	<p>SS to investigate the toilet situation and work with DW to ensure changes in procedures as needed</p>	
<p>Notification period re. trips</p>	<p>Parents raised concern re. discrepancies in the notification period given by CT re. school trips and the resulting short (e.g. less than two weeks) notification period that can result for some classes. Parents highlighted that this can cause stress in terms of trying to book time off work if wanting to volunteer to help, and also additional financial strain of having to cover the cost at short notice, especially if dates do not coincide</p>	<p>SS agreed to feed this back to CT and ensure that all class trips are planned in advance to ensure an agreed time frame that provides at least 3 weeks notification (with exceptions being clearly communicated)</p>	

	with pay days and for parents with siblings in school		
Use of single use plastic bags to contain lunches on school trips	Parents shared concern re. the potential environmental impact of school advice that asked for school lunches to be provided in single use plastic bags on school trips. Discussed the rationale for this advice linked to the fact that carrier bags can then be disposed of after lunch freeing chn up from holding, potentially, heavy bags all day, whilst also recognising the environmental impact of promoting the use of single use plastic	SS to raise issue with CT/SLT in order to find a more environmentally friendly solution	
Security re. inconsistent closing of KS2 entrance gate, especially after school linked to Alpha club	Discussed parental concern linked to the fact that the gate does not always close properly and therefore poses a potential safety hazard. Parents felt this was most often the case after school time when it is sometimes not closed properly by people entering and exiting Alpha Club. Also discussed the bottle neck that can result at the gate when parents are trying to collect chn at the end of the school day, especially if the gate is not opened on time. Parents asked that chn are not dismissed by CT until the gate is opened to help avoid this	SS to communicate to all CT that classes should not be dismissed until the gates are open and a member of staff is on the gate to monitor exiting chn SS to liaise with DW to ensure that the closing mechanism on the gate is operational and to see whether any improvements can be made and to ensure that adequate signage is on the gates to remind adults to close gate behind them for entry and exit outside of school times	
Date of next meeting: Friday 6 th December 2019 at 2.15pm in school			