

Parent Forum Meeting - 28th November 2018 at 6pm- 7pm

Present: Vicki Grundy (Y2), Ian Davies (Y1), Faye Wyatt (Y5), Helen Spearing and Charlotte Cooke

1. Terms of reference

- Agreed by parents present.

2. Improving Home-School Partnership

- Members of the Forum were asked for their views. Responses were very positive. VG commented on the amount of opportunities we offer compared to other school such as D&T days, special lunches, assemblies and end of term presentations to show what the children had been learning about. ID requested that school tries to give parents as much notice as possible so that they can arrange to have time off work etc.
- FW asked whether each year group could do a D&T day for parents - both KS1 and KS2.
- A discussion was had about the need for voluntary contributions to be given if trips and special events such as the 'Wonder Dome' were to continue as there was not enough money in the budget to keep providing these extra experiences.
- HS asked for thoughts about reintroducing a school fund that families would pay each year.
- HS informed the Forum that staff emails on the school website would be trialled and that a letter would be sent out explaining how these should be used. These emails would be primarily used to arrange appointments with teachers as staff's time to read these emails is limited due to workload.
- The texting service was discussed and HS informed the Forum that the school will be starting to use an email system in the New Year to further enhance communication with parents and to cut out the amount of paper letters that are sent home. Paper copies will still be available from the office if required. Paper copies of letters with a reply slip will still be sent out.

3. Lunchtime Clubs

- HS and CC informed the Forum that there are several sports lunchtime clubs already happening and that we are hoping to start a cookery lunch time club in the New Year. VG offered to help with this if it was on a Thursday.
- Members of the Forum suggested that a letter could be sent out asking if any Grandparents etc. would be interested in running a club at lunch time or after school e.g. sewing, knitting, woodwork, photography, yoga etc. HS emphasised that anyone willing to do this would need to have a DBS check which school could organise.

4. Conservation Area

- Used more in the summer months.
- Staff use when applicable to learning.
- Initially there was a timetable for all year groups but found that it needs to be used when it enhances the learning.
- HS said that we would like to develop Forest Schools but the training costs too much at this time.
- ID asked whether a group of parents/grandparents etc could be put together to help maintain the Conservation area. HS informed the Forum that a letter and text had been sent out before the summer but there had been no take up.

5. Parents Evening

- FW requested whether there could be a timeslot for all Parents at these meetings as it's the only time parents get to see the teachers. HS informed Forum that Parents can and do make appointments to see teachers at these meetings. Unfortunately not all parents take up this opportunity. As a school we have always had an open policy whereby parents can arrange to meet with teachers any time during the year if required.
- FW suggested the possibility of changing the wording re appointments so that all parents have to come.

- Parents can also contact Mrs Hensley with any SEND or emotional concerns they have about their children. We are also starting a HOPE project and an information evening for parents will be arranged in the New Year.

6. Parents Workshops

- ID commented on how successful the Reception workshops were last year and the phonics video
- HS informed the Forum that KS1/KS2 workshops Maths and English will be arranged in the future and that the plan is to have videos on the website for parents to access. Ideas for trying to encourage parents to attend these workshops were discussed as attendance is often low.

7. Marketing

- HS informed Forum that school was starting a FB page and a twitter account both of which would be closely monitored. They could both be used as promotion tools. We need to celebrate everything the school does as the Current Ofsted grading does not reflect the wonderful experiences and opportunities children have at our school or the quality of Education. Sadly, some parents only look at Ofsted when making decisions about where to send their child to school which is why our Reception numbers are down this year. HS referred to our 2018 published data for EYFS, phonics, KS1 and KS2 which can be found on the school website.
- Nursery numbers are low for September as most children will be moving on to Reception.
- HS asked for any other ideas on how to market the school more effectively. These were the suggestions from the Forum:
 - *Have a named person in school.
 - *Adverts in magazines/local newspapers.
 - *Leaflet drop - ask for volunteers to put leaflets through doors in their streets/area.
 - *FW suggested a particular printing company who do glossy postcards at a reasonable price (Demon Print).

AOB

- We need to try and get each year group represented on the Forum.
- If anyone has anything they wish to be added to the next agenda please email headteacher@st-leonards-stafford.staffs.sch
- Agendas and minutes of this Forum will be put onto the website. On this occasion we will send minutes out to families to raise the profile of Parent Forum.

Future Dates for Forum

All Thursdays

- Feb 14th
- April 11th
- May 23rd
- July 11th