

## **RECORD** of Parent Forum Meeting held on 20<sup>th</sup> April 2018

Present: Jo Bishop (JB); Deborah Kaye (DK) (Chair); and Lynda Sullivan-Maw (LSM); Kate Jarvis (KJ) joined the meeting.  
Gemma Irvine (GI) (Headteacher); and Anita Shelton (AKS) (Office Manager)

### **1. Review of Actions from Last Meetings:**

- a) Screening of playground from public walkway is still being investigated; it will be necessary to apply for funding. The meeting agreed that PTA involvement in raising the necessary monies would be good; however, this is dependent on the PTA continuing as the Chair has recently resigned due to changes in her personal circumstances.
- b) Transition day arrangements for 4<sup>th</sup> July will include an 'A' board with photographs of teachers, and teachers being in the playground at the end of the day for a 'meet and greet' opportunity.
- c) SRE resources – "Journey in Love" – will be shared with parents before the children have any sessions.
- d) Additional Reading Volunteers have been recruited. The "I have read with ..." stamp for volunteer readers to use will be introduced this half term.
- e) Some of the grants highlighted to the school do not apply to schools; for others GI requested that parents be involved in the application preparations, as previously asked. DK confirmed that she is always willing to be involved. **AP:** *GI/DK will meet before half term.*
- f) The timing and format of TLC and parent consultation meetings has been finalised.
- g) Parents have been provided with dates to attend Class Collective Worship. The meeting expressed appreciation for the term dates list.  
A request was made for a second (back up) sports day to be set as historically sports day has been cancelled due to poor weather. **AP:** *GI to pencil in back-up Sports Day.*  
It was agreed that parents (Parent Forum/PTA) will be asked to attend and provide refreshments. GI confirmed that sports day will be competitive; it was agreed that children are helped in transition to high school when they are used to competition, and it was suggested that attention be drawn to this when the sports day format is communicated. The "Golden Mile" initiative (introduced by a Headteacher in Scotland, the idea is that every child runs a mile during each school day) was also discussed. **AP:** *KJ to look into this with GI.*
- h) The School Improvement Plan summary was put on the website. Following the change to the new website various items, including Letters Home, are missing. This is being addressed.

### **2. Terms of Reference**

It was agreed that the finalised Terms will be sent to parents/carers. **AP:** *AKS*  
The only amendment required was that "You will not" not to be over-emphasised.  
Concerns about agenda points, and where items fit in if not at the Parent Forum, were briefly discussed.

LSM advised that many parents felt that they had not been well informed about the end of the P.L.A.Y. clubs. GI pointed out that the school had not been consulted about this; Jamie Brotherton's manager had written to the school stating that they would be not be renewing the contract with St Mary's and Jamie had written to the parents/carers. There had been no meetings, and no opportunity provided for the school to make any representations.

Whilst alternatives are being considered, the Childcare Club at St Mary's is still available for child care, and will be able to provide a wider range of activities as the hall and playground will be available.

LSM explained that she, personally, had not worried about sports activities within the school day whilst her son was able to attend sports/activity clubs after school. **AP:** *GI offered to provide information on the school PE/Sports curriculum. This will be made available by 30/04/2018.*

GI drew attention to the agendas of some other school Parent Forums, which tend to focus on two main items – for which all parent views are sought via a questionnaire before being brought to a meeting – plus a few 'quickies'. DK requested guidance on the questions to be included on the survey.

KJ suggested that the culture change within the school may require going around this method a few times until parents are used to it.

It was agreed that the agenda items for the next meeting will be :

- After-School Sports  
Parents to be surveyed prior to the meeting. **AP:** *DK and other parents to prepare survey and forward to AKS for putting on Survey Monkey and sending out.*
- Trips and Funding of Trips

For future agendas, DK and GI will talk through which items, especially 'quick points', will be included.

The parents advised GI that there has been a lot of positive feedback about many of the changes which can be seen within the school.

#### **Date of Next Meetings:**

Wednesday 16<sup>th</sup> May                      2:00 p.m.                      at the school  
Tuesday 3<sup>rd</sup> July                      5:30 p.m.                      at the Richard Cobden

<b>Action Point</b>		<b>By whom</b>	<b>By when</b>
<b>AP:</b> Meet to apply for funding (e.g. Co-Op)		GI/DK	24/05/2018
<b>AP:</b> Pencil in back-up Sports Day date	GI		30/04/2018
<b>AP:</b> Look into introducing "Golden Mile" initiative		GI/KJ	24/05/2018
<b>AP:</b> Send final Terms of Reference to parents/carers	AKS		30/04/2018
<b>AP:</b> Provide info on PE Curriculum to parents/carers	GI		30/04/2018
<b>AP:</b> Prepare survey re after-school sports		DK et al	30/04/2018
<b>AP:</b> Send survey out on Survey Monkey	AKS		04/05/2018