

RECORD of Parent Forum Meeting held on 12th February 2019

Present: Lucy Barringer (LB); and Nerys Hughes (NH) - Chair; and Kate Jarvis (KJ) joined the meeting.

Carl Gendre (CG) (Assistant Headteacher); and Anita Shelton (AKS) (Office Manager)

1. Review of Last Meeting

- a) It was clarified that addressing the Gender Gap was under the purview of the governors and school leaders, not the Parent Forum.
- b) Sports Day : the running of heats on sports day has been considered but will not be feasible; therefore heats will take place beforehand and the finals on sports day as previously. Sports activities were briefly discussed : the school is putting in a bid for the Silver Sports Award, to reflect the increase in activities including participation in local school events. It was pointed out that sports activities, and other achievements, are recognised in assemblies and through 'stars' and other awards. The school has introduced clubs run by Premier as more sports clubs were requested by parents/carers; however, the take up has been low – probably mainly due to the cost).
- c) It was **suggested** that a 'wish list' for playground equipment could perhaps be addressed by the FSFG. Two events had been suggested but for during Lent which was not appropriate. However, it is anticipated that another event will be taking place after Easter.

Kate Jarvis joined the meeting.

- d) Homework : It was pointed out that a club is available; teachers do encourage children to attend this if they feel it would be useful. It was asked if more than half of pupils did do their homework; this was confirmed. The project homework process has now been made clearer. Parents do not receive feedback on homework; CG assured the meeting that homework is celebrated in the classes.
- e) Spelling Lists : these can still be confusing as children do not always remember who their teacher is for spellings, if it is other than their class teacher. It was **suggested** that groups be named, e.g. by colours, which may be easier for a child to remember. CG pointed out that parents are always welcome to ask the class teacher for clarification.
- f) The School Improvement Plan : this is now on the school website, but possibly in a different place to previously. CG shared a hard copy to show the new format; the meeting confirmed that this was more useful for parents. It was asked if this would link to the School Self Evaluation Form (SEF); CG confirmed that it does, and also that it is directly related to the more in depth School Improvement Plan used by governors and staff.
- g) Gate closure at end of school day : no further concerns have been raised since the Premises Officer has been reminded of the need to close it whilst clubs are happening.

A concern was raised about altercations in the Environmental Area, behind trees where they cannot be seen. CG assured the meeting that the school has already taken action to address play fighting; there is a zero tolerance to all fighting to ensure that there is no confusion. Children have been advised in assemblies and small groups/individuals as necessary. He advised that TAs do not stand in set places, but walk around; also, if TAs are absent then the adult ratio is maintained through the redeployment of other staff. Playground buddies are still appointed, to set out equipment and provide support for their peers.

2. Volunteers

CG explained that the school would like a 'bank' of volunteers who would be happy to be approached when a need arises, e.g. for painting internal doors. The parents agreed to approach parents/carers before and after school on a number of days after the half term break. They will take volunteers' name, contact information, skill and availability. It was agreed that all skills would be sought – not just DIY/gardening – as a whole range of needs may be identified within the school, e.g. knitting/crocheting resources.

ND advised that she volunteers with Guild Care and would be willing to support the school in setting up links with nursing homes.

It was **suggested** that the sign-up dates (27/2; 28/2; 1/3; 4/3; 5/3; 6/3) be advised in the weekly update.

3. Agenda Items for the Next Meeting

- a) Review of Volunteers sign up

Requests for agenda items are to be emailed to office@stmarysworthing.org.uk for consideration by the Chair and the school.

Key:

(Q) – Question raised and not answered at the meeting.

(S) – Suggestion to be put forward to GI/SLT.

Dates/Times of 2018-2019 Meetings:

Monday 18th March, 9:00 a.m. – just to review Volunteer sign-up success

Tuesday 14th May, 9:00 a.m.

Wednesday 3rd July, 2:00 p.m.