



Parent Forum

Meeting Minutes – Tuesday 11th December 2018 3:15pm

People Invited: Mrs Dean, Kubra Shehzad, Georgina Lewis, Liang Xue, Sandra Pauzaite, Sajid Janjua, Jiju Philip Simon, Afaf Saleh Khalil, Sayeda Farjana Tabassum.

People Attended: Mrs Dean (FD), Georgina Lewis (GL), Sajid Janjua (SJ), Sayeda Farjana Tabassum (SFT), Jiju Philip Simon (JPS), Afaf Saleh Khali (ASK).

Welcome and introductions

- FD warmly welcomed parents and thanked them for attending.

Clarify purpose of meetings and agree ground rules

- Parent representatives act as a spokesperson for their child's year/class.
- Representatives speak to other parents about their views and report back at the parent forum meetings.
- Parent forum is not for raising individual issues.

Actions from last meeting

- FD reminded parents of the actions from the last meeting, teachers are to display weekly planning in their window.
- SJ commented that this was up but not regularly updated every week.

Action

- FD will remind teachers that planning must be up to date.

Toilet Access

- FD clarified that children have access to the toilet at all times.
- FD informed parent representatives that all staff have fobs that open the outside doors to allow children back into the building during break/play times.

Access to water

- FD clarified that all children have access to water during the school day.
- FD stated that evidence shows that children who are well hydrated perform better at school and that all children are given a water bottle of their own.
- JPS commented that some children may frequently ask for water or to use the toilet as an excuse to get out of lessons.
- FD assured parents that teachers will be aware of who these children are.



Parents Evening

- FD informed parents that there were 244 positive responses to parents evening.
- FD informed representatives that 2 out of 244 parents responded that they found the layout of parents evening too noisy. Representatives said that no parent had raised this issue with them.
- FD also commented that time keeping was particularly effective during this parents evening. There was agreement from the parent representatives.
- SJ added that it was nice to see the school Governors at parents evening so they could see the teachers in action.
- GL commented that the appointments didn't feel rushed and that they were able to ask questions.
- FD thanked parents for their valuable feedback.

School information

- FD informed parents that after Christmas there would be building work starting on the front of the school in order to extend the staff room and meeting spaces.
- FD also informed parents that after Christmas after school clubs would be reduced and more offered at lunchtime instead. Afterschool clubs still available will be Reach out and boosters for children in year 6.
- Lastly, FD stated that Breakfast club would have a new start time of 7:45 at no extra charge in order to help working parents.

School Curriculum

- FD informed parents that as of the new term the school will be following a new English scheme to help improve children's reading and writing.
- ASK commented that many children are from different cultures and have different learning techniques.
- FD clarified that the SATS results at the end of the year were very good and that strong progress had been made but reading still needed more support to close the vocabulary gap.
- FD continued that the school are investing in quality texts for children to read.
- FD also reminded parents of the resources available on Education City.
- JPS commented that he is concerned that sometimes too much technology can interfere with children's writing skills.
- SFT expressed how important it is for children to be writing at home.
- ASK agreed and stated that modelling good handwriting in the classroom is also very important.



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- SJ raised a concern that some parents are unsure of how to contact teachers if they don't regularly pick/drop off.
- FD clarified that parents can phone the office to make an appointment with a teacher or email the office and it will be forwarded to the teacher.
- SJ also asked if children's vouchers can be used in the Afterschool Club.
- FD will look into it.

Next meeting

- The next meeting was scheduled for Tuesday 5th February at 3:15pm