

Parent Forum Handbook 2015



Minutes of Autumn 2 Meeting

Monday 16th November 2015

5.30pm

Members present: R. Smith (Parental Engagement Governor), Libby Mathais (N/Rec), Colin Ganfield (N/Rec), Vicky Bevan (Yr. 1), Janine Owen (Year 3), Tim and Kelly McDermott (Year 6), Mrs Phillips Senior Teacher, Miss Newell (KS 2Teacher)

Apologies: Mrs K Perry, Andrea Philipps (Year 2) Gemma Calvert (Year 5)

Minutes kindly taken by Miss H Newell

Welcome

Mrs Phillips welcomed all for volunteering and attending the first Parent Forum meeting and shared Mrs Perry's apologies for absence. It was explained that this was because Laugharne parents' evening was rescheduled on the same evening due to Mr Thomas' baby being born. Mrs Phillips expressed Mrs Perry's support and thanks to the group members.

Mrs Phillips shared the following poem with a bowl of mints for the members to share.



Introductions

Mrs Phillips asked all parents to introduce themselves. Mrs Phillips explained the statutory requirement for parental engagement in the School Development Plan.

Contact details

Parents discussed how the other parents would share any issue with them to bring to Forum Meetings. All parents agreed they were happy to share their email addresses with parents. Mrs Phillips explained that she would send letter out to families with contact details of all representatives.

It was agreed that there should be a shutdown date for any items to be added to the agenda of the following meetings to ensure that the forum meetings didn't become too long.

Aims and Objectives

Mrs Phillips explained the plan for the first meeting. The Forum handbook was shared with all and parents were asked to read through and email any changes or ideas through to Mrs Phillips to adapt the draft copy by Christmas.

The forum discussed the importance of it being a positive tool to work with the school to take it forward.

Mr McDermott explained that parents had shared concerns that the parents on the forum would not be able to engage with others as some were not visible on the school gates.

Mrs Phillips explained that she felt it was good to have volunteers from both parents that collect their children daily and visible for networking and those who have children that are transported by taxi or collected by others and contactable by email to have the views from the different prospective.

Parent Forum Mission

Mrs Phillips shared her suggested Mission

“Success through parental engagement and involvement.”

...but asked if the Forum had any suggestions or adaptations to this. All Forum members agreed they were happy with this mission for the group.

Parental Engagement Survey

Mrs Phillips shared the outcomes of the Parents Survey with the Forum. Nearly all responses were positive and the only negative comments were based on communication and the lack of it on occasions.

It was discussed and decided that the first few meetings would be based around ways to improve the communication further.

Mr Smith explained that he felt a meeting held with Governors, Parents and Staff similar to one that took place with Mrs Phelps would be beneficial to share thoughts and ideas with all. Mr McDermott explained that he thought that at the point of that meeting parents didn't feel like stakeholders or partners.

It was suggested that it may be an idea to propose Clinics to the Governing Body to take place once a term to coincide with workshops to share teaching methods with parents and give the parents the chance to talk to the governors and discuss their thoughts.

Mrs Phillips and Mr Smith will bring this proposal to the Governor Wellbeing Sub Committee on Thursday 19th November.

Project Homework to Encourage Parental Engagement

The Forum discussed the homework projects and agreed they are a good way to encourage parental engagement with their child/ren.

Mrs Phillips explained that the school was aware of the different prospective of parents on homework. She told the forum that the school had decided to issue project homework once a term (half term) and spelling and maths tasks for the other half term. It was suggested that the subject of homework should be arranged for a future agenda.

Next Meeting - Spring Term 1

The date for the next meeting was agreed and will be held at 5.30pm on Monday 18th January 2016.

The last date for items to be added to the agenda will be Monday 11th January 2016.

Mrs Phillips thanked all for attending and expressed her gratitude for the support shown. Forum members were reminded that email addresses would be shared as soon as possible and any handbook adaptations or ideas should be sent via email to school at admin@tremoilet.ysgolccc.org.uk with **Parent Forum** as the subject.

Meeting was closed at 6.20pm