

MEETING:	Parent/ Carer Forum Group Meeting	Date of Meeting:	2 nd March 2012
LOCATION:	St Paul's CE Primary School	Time of Meeting:	9-10.25
PRESENT	Abi Lee, Lisa Barber, Denise Barnes, Brian Stevenson, Susan Lynch, Zarqa Aami, Sadaf Babar, David Fearon, Bridget Barker, Denise Barnes, Shireen Malik,		
APOLOGIES	Carolyn Chukwu, Tayyauba		

AGENDA

1. Welcome
2. Minutes from last meeting
 - a) Lunchtime trolleys
 - b) Tree of success
 - c) Shoes being compulsory.
 - d) Charities for next year.
 - e) Film night.
3. Information giving linked with minutes from last meeting.

- a) New clubs
- b) Parent forum letter
- c) Improving communication
- d) PEN - Parent engagement network
 4. Homework
 5. SATS workshops.
 6. Diamond Jubilee
 7. AOB

ACTIONS and ISSUES

No.	Issue	Discussion/Action	By Who	By When
1	Welcome			
2	Matters arising from the last meeting	<p>A) After Easter holidays the lunchtime trolleys for year 1/2 will be placed under the cover so as to cut down on the number of pupils collecting lunch boxes.</p> <p>B) Tree of success is being made at present, this needs to be presented to the parents so all aware of it.</p> <p>C) Shoes being compulsory – Spoke to Miss Sorohan and asked for confirmation on this, agreed to send out the uniform policy to all parents so that everyone aware of expectations (this to include the issue of black jeans).</p> <p>D) Agreed that the school council will do vote for charities for the following academic year.</p> <p>E) Film night a success and suggestions that the film to be aimed at a year group and that the next one be a bit earlier so the EYFS can access more easily. It was explained the later time is to hope working parents can access.</p>	<p>Year 1/2</p> <p>Miss Lee include on letter.</p> <p>Miss Lee clip policy to the parent forum letter.</p> <p>Miss Power</p> <p>Abi</p>	<p>After Easter Hols.</p> <p>Next week</p> <p>September 2012</p> <p>Summer 2</p>
3	Information linked with discussions from last meeting.	<p>A) Clubs: 1) Choir started but very low numbers, suggested to offer it to year 1/2, Abi will talk to Andy in meeting on Monday and promote the choir.</p> <p>2) Chess- Abi never met the chess person, this needs chasing up.</p> <p>3) Mad science – a success this now will be opened up to all pupils for the final term.</p> <p>4) Parents unaware that football is available to girls and not just boys, this needs promoting, Abi had completed consultation on girls football club and not a space and cost effective club as numbers too low.</p> <p>B) Parent forum letter – all happy with letter.</p> <p>C) PEN – OFSTED now have parent questionnaire online for parents to do at any time, we need to promote this and agreed that it needs to be a link on website and that a letter</p>	<p>Abi</p> <p>Abi</p> <p>Abi and Ben Davies</p>	<p>Monday start to make changes.</p> <p>Before meeting on 27th.</p> <p>When new website set up.</p>

		needs to be sent informing parents, it was agreed that we will use any information from this to help set parent forum agendas. Question to think about: how do we ensure we get both positive responses as well as issues????		
4	Homework	<p>Lots of discussion had it was felt::</p> <p>A) Year 1/2 correct amount.</p> <p>B) Key stage 2 – more is needed but it needs promoting the different types of homework available e.g. study spots (these need to be communicated with the parents). The homework set in year 5/6 needs to be more of a challenge.</p> <p>Lots of discussion points came from the homework, including concerns about the history taught in school and the level of teaching in later stages of the school as felt some pupils drifted. We need to ensure that what is taught is communicated with all parents as lots of things the group was unaware was happening. Abi has spoken to Julie Forsyth and Jan Sorohan about this and we are looking at ways to inform parents of the broad and balanced curriculum offered. We also need to communicate results from year 6 more so parents can see that St Pauls has above average scores in level 5 across Literacy/science and Numeracy. We also need to inform parents what curriculum is taught in which sets as year 6 use year 7 curriculum in set 1 and often dip into year 8. Discussed that there are time constraints and lot of curriculum to cover so some of coverage of specific interest would be a role for home learning.</p> <p>C) Parents are going to come with ideas to next meeting on how to challenge pupils more with homework.</p>	Abi	Parent forum.
5	SATS workshop	Not discussed		
6	Diamond jubilee	Not discussed – just mentioned it would be celebrated and if any one has any ideas please bring to the next meeting.		
7.	AOB	<p>1. Website Discussed what parents would like to see on the website: A) Letters and information B) Dates C) Parent forum D) Policies E) Test and levels of pupils (understood this is long term aim) F) Payment information G) Community events and club links. H) PTA VLE needs sharing with parents and we need to find out will they have a password?</p> <p>2. Children not having time to finish lunches – Discussed that pupils have a minimum of 45 mins in the hall, this needs communicating with all parents.</p> <p>3. Lunchtime noisy for EYFS – Abi agreed to talk to Lunchtime staff about the type of music played to help pupils keep calm. Also school council to remind all pupils that the younger pupils are not to be babied as they don't like it.</p> <p>4. When is the headship being no longer acting head – March 21st and 22nd are interviews and will be announced shortly after this date.</p> <p>5. Coats – concerned that pupils are not wearing coats in cold</p>	Abi	Abi , Jenny Power school council.

		weather – discussed that on letter parents need to remind pupils to wear coats, staff need to remind pupils to wear coats. NEXT MEETING APRIL 27TH 9.00 IN LIBRARY		
--	--	---	--	--

Thank you for all your contributions it is very much appreciated. Please bring any information to help with the action points we made at the start of the year to support our agendas – Homework and Clubs.

Abi