

**PARENTS FORUM
MEETING MINUTES
18th MAY 2017 2:00**

Attended:	John Siddles, Laura Burrell, Judith Nockolds, Mandy Spsychalski
Chaired	John Siddles

1. Welcome and introductions

2. Context of meetings as outlined in attached 'Draft Terms of Reference'

3. Agree to Terms of Reference

After a short discussion the terms of reference were agreed by all present and will be reviewed in January 2018

4. Ground Rules of meeting

- Guided by school's core values: Respect, responsibility, Resilience, Compassion, Honesty, Belief.
- Confidentiality: What's said in the group stays in the group
- Philosophy: The purpose of the parents' forum is to help to improve the school. We want to know what we need to improve on and what we do well but the commitment needs to be to work together to improve the school.
- No personal issues: This is not a place to discuss individual issues regarding children or teachers

4. You said/We did

Uniform

JS outlined the views on uniform and the current research around it's impact on schools. A TES article was shared with the group. A uniform questionnaire was also shared with staff and the results of this fed back. It was agreed that this questionnaire would be shared with all parents and then further action taken as a result of this feedback.

Communication

A Facebook page has now been set up after feedback in the last Parent Forum. Generally agreed that communication is as good as it can be, although there was some concern expressed about the communication between the office and classes. JS said he would take this back.

Bike Sheds

JS updated Parent Forum with the fact that there are some grants that can be applied for in order to get this, but that in order to do so a travel plan would need to be completed. This is quite a large piece of work and Norfolk CC no longer supports the writing of this. JS said that the school would be working with Premier Sport in September and that this may be something they would support us with.

6. Consultation Exercise

As those present were the same as had attended the previous meeting it was felt that there would be no purpose served by completing this exercise again.

6. Agreed Actions

Uniform: The questionnaire that was completed by staff will be opened up to parents and action taken in light of the feedback from parents

Bike Shed: JS to work with Premier Sport and look at promoting walking and cycling to school from September with the view to completing a travel plan and potentially

accessing funding for bike sheds.

Attendance

It was noted that the attendance at this meeting was disappointing, especially as it was during the school day. JS said he would write to all parents to remind them of the meetings and their importance and also share the minutes. The next meeting will now take place in September as JS will not be available at the end of July.

Progress towards these three actions will be reported back in the next meeting

7. AOB

- **PTA:** the role of the PT was raised and this was also discussed in terms of the small numbers of parents who actively take part. Although it was recognised that the PTA events are very well supported. JS said he was meeting with the PTA in the next week or so and a letter to parents would be sent out updating them with the PTA situation.
- **Lollipop Man:** There was some confusion over whether this service would continue although JS stated that once he retired, the current lollipop man would not be replaced by Norfolk County Council. This was not the school's decision and all parents had been invited to take part in the consultation process.

8. Date of next meeting: Wednesday 20th September @ 9:00

Meeting closed at 15.15

Resilience – Respect – Compassion – Honesty – Belief – Responsibility