

## Parent Forum Minutes: 8<sup>th</sup>, January 2018

Member of staff in attendance: Ms Flynn (Academy Principal)

Year groups represented:

Year group	Number	Year group	Number
Reception	0	5	2
1	0	6	2
2	1	7	3
3	2	8	1
4	2		

Item	Discussion	Action
1	Apologies for absence: Mr Monti Rules of engagement	Ms Flynn shared expectations of meeting
2	Review of previous minutes are on Academy website (26 <sup>th</sup> Sept 2018). Further updates were then shared: Lunchtime/after school clubs <ul style="list-style-type: none"> <li>Increase in clubs provided now include cartoon club, drama club, Italian Club</li> </ul> Digital signature on Parentmail <ul style="list-style-type: none"> <li>Has been investigated and should be in place by February</li> </ul> Football boots needs  Birthday sweets – update <ul style="list-style-type: none"> <li>Agreed that if parents would prefer their child not to have a sweet at these times, they should inform the class teacher (by letter). Non-food items are also an option.</li> </ul>	<ul style="list-style-type: none"> <li>PE staff to send out kit update at the start of each term</li> </ul>
3	Lining up of Yr3 & 4 classes <ul style="list-style-type: none"> <li>Request that classes line up facing block. Would only be feasible if parents all waited on path (instead of with queuing class)</li> </ul>	Parents to be asked to wait on pathway
4	BAT Awards <ul style="list-style-type: none"> <li>Request that December award ceremony be held early Jan so gap between Christmas performances – supporting working parents</li> </ul>	Include next academic year
5	Lost Property (Mead End) <ul style="list-style-type: none"> <li>Request that there are regular time slots to access lost property at the end of each term</li> </ul>	Lost property (Mead End) to be available in hall 29 <sup>th</sup> Jan – 1 <sup>st</sup> Feb
6	Communication (a) Class Assemblies <ul style="list-style-type: none"> <li>Parents would like longer notice (if possible) of when each class assembly will be</li> </ul> (b) Clubs <ul style="list-style-type: none"> <li>Information/sign up letters for clubs to be sent at the end of the previous term. Concerns raised that some letters may be missed or mislaid prior to next term</li> </ul>	Progress Leaders to share dates at the beginning of each term
7	Summer production <ul style="list-style-type: none"> <li>What are the arrangements for this years summer production</li> <li>It was explained that a ‘big’ production such as Lion King is done every other year (due to the magnitude of work involved).</li> </ul>	Ms Rondel to share plans of summer soiree with pupils and parents once plans are finalised

8	<p>Coats</p> <ul style="list-style-type: none"> <li>A question was raised as to why pupils were requested to take their coats off as they entered the teaching blocks. It was explained that large numbers of pupils taking coats off in a small space could be dangerous.</li> </ul>	
9	<p>Photos of pupils at Christmas productions</p> <ul style="list-style-type: none"> <li>It was explained that unfortunately, due to the increase in use of social media and to ensure all pupils at the Academy are safe (safe guarding), parents are no longer permitted to take photos of their children if it might include other pupils from the Academy.</li> </ul>	Enquiry as to whether Reception teachers have photos of individual pupils from performance
10	<p>Thank you and well done</p> <ul style="list-style-type: none"> <li>Praise was given regarding the good work building of good relationships between the KS3 Options pupils and Blossom class during Story telling</li> <li>Thank you to Mr Steer for his all inclusive football club</li> <li>The Christmas sing-along was praised for the great fun, enthusiastic singing and all round enjoyment at the Mead End Christmas show, in particular the staff for getting onto the stage and singing to the pupils</li> </ul>	
11	<p>Future parent forum meetings</p> <ul style="list-style-type: none"> <li>It was discussed that Mr Monti will be holding alternative evening and day time parent forum meetings to enable as many parents to attend.</li> </ul>	Mr Monti to advertise date of next meeting shortly

Meeting closed: 8pm