

Parent Forum 30.04.19

Led By Paven Kettory (Consultant Deputy) and Lisa Farrow (AHT)

PK Revisited and shared all the actions from the previous Parent forum

- Confirmed that the Complaints Policy and Parent Code of Conduct had been recirculated
- **First Aid procedures** – reporting to parents on the improvements made based on previous concerns
 - First Aid Policy updated/amended where necessary
 - Phone calls to be made to parents and letters sent home for any facial/nose/head injuries
 - All letters to be handed to the class teacher by welfare team and not by the child in EYFS, KS1 and lower KS2. This not only notifies teachers of what has happened but also ensures that parents are actually receiving the letters
 - Phone calls to be made home for any serious cut/grazes/serious marks/bruises – decision made by first aider
 - Upper KS2 – welfare team to remind children to inform teacher of Injury
 - The school will not be sending letters for small grazes/ cuts etc.
- **Attendance** reporting to parents on clarifying current practices and any improvements made based on previous concerns
 - Attendance policy updated and amended where necessary
 - Clarified Procedure - if child sent home, parents still need to ring next morning to give an update if the child is not coming to school
 - Clarified that medical proof will be asked for
 - For EYFS the school will follow same attendance policy but when it comes to attendance letters, the Attendance Officer will continue to make phone calls to parents before sending them in most cases
 - Explained to parents that Rag letters to be spaced out equally
 - Explained the rag letters/low attendance letters will also explain that absences being reflected within the attendance may be due to illness/authorised absences etc. and have been considered, but that they still affect attendance and the letter is just to inform parents on where their children is currently at with attendance.
 - PK shared that Attendance has improved immensely at William Torbitt due to the robust procedures put in place which is driven consistently by the Attendance Officer

3-4 Parents asked for further clarification and at this point the Attendance Officer was invited to the meeting

- **Club Provision-** parents wanted more clubs for the children as not enough spaces on existing ones and more variety
 - PK shared the new exciting initiative introduced by Clare Pike to allow greater enrichment opportunities by having more clubs that will be introduced after half term
 - Staff to volunteer to run clubs
 - Teacher's to have 30 children and LSAs to have 20.
 - All profit to feed back into benefiting children
 - There will be a certain number of places reserved for children who have Pupil Premium or unique circumstances

- **Parking Issue** parents complained at how inconsiderate and dangerous parents are and where they let their children out of the car
 - PK discussed that there have been improvements due to SLT presence but when SLT are not there, parents are still inconsiderate
 - Regular item in newsletter
 - The cardboard children have been placed outside
- **EYFS** Changes to Reception and the concerns around the curriculum
 - LF shared that there was New EYFS lead who was making immediate positive changes
 - Meeting to be held after school on Wednesday to meet and greet in class
 - EYFS Curriculum meeting to take place on the 14th May
- **Communication** – parents finding out changes and information last minute or not at all
 - LF discussed the Teacher Parent /Communication –planners
 - Curriculum – maps and information for parent’s website
 - Trips calendar (in a year’s advance notice)

Actions to be addressed from this meeting

PK agreed that the notes of this meeting to be shared on the website

Parents could add items to the agenda but emphasised that there should not just be a list of problems but good suggestions or ways forward. This will allow the SLT to look into concerns and suggestions prior to the forum

- **Parents shared concerns around cars at traffic lights and how dangerous it is to cross certain roads**

It was agreed that parents would speak to the council

PK suggested that the children could write a letter if need be to support

- **Parent felt that there was not enough challenge for the Higher Attaining children particularly in year 4**

Parents were reassured regarding the progress of all HAPs children but this will be looked into by LF and PK further

- **Parent expressed concerns around why there was not a PTA run by the parents. A team of parents would like to run a PTA but be supported by the SLT**

PK welcomed this and agreed to make a time to invite her in to meet herself and CP to discuss ways forward