Parent Forum Minutes	15th November 2024
Staff present: Shona Pitcher and Matt McHale	

Item	**Discussion**	**Actions**
Vision for the School Year	SP talked through the Summary School Development Plan (available on the website) Questions/discussion: • What is the Behaviour Project that the school took part in? Behaviour Hub Project is a DfE project that the school has taken part in last year. It is a very behaviourist led approach around consequences/sanctions. Our approach is more rounded and we have a strong focus on education around behaviour and promoting values. We have completed whole school emotions coaching training and have the Attachment aware schools award • Are the 5 GRAND Rules on the website? **We will check. It did go out in the newsletter** • Zones of Regulation – Can this information be sent out again? – **We will** • Can the 4 zones be added as a footer at the bottom of the newsletter **– we shall look into that** • The SDP summary is on the website- the whole document is shared with governors (it is a large document)	Check GRAND rules are on the website Zones of Regulation info to go in newsletter
Communication (technology with staff)	• SP shared parental comments on what is going well at school- on the whole, parents agreed with the comments that were made. • We are a large school – over 650 children. We won't always get communication right but it is not for the lack of trying. • We had been asked if Parent Reps could have class teacher's direct emails. This is not something we give out as admin tasks are a clerical/admin role under the School Teachers Pay and Conditions Document. • Calendar – It is quite clear on the website and you can download it to your personal calendar – **Do we only upload this month by month? Is it possible to download only your year group specific dates?** • Parents mentioned how positive the new website and school Instagram account is • Is the new school on the King Charles Centre site still going ahead? It is but is very delayed. The ground is owned by an Academy chain. It should be built by 2026 but there is a lot of push back. There is a secondary school due to be built in Norbiton/New Malden.	SP to investigate calendar features on website and letters being added to calendar Put item in the newsletter on how to access the school calendar Staff to check to ensure errors are not

	• With prospective parent tours- Do parent reps attend to promote engagement? No but welcome to attend new parent meeting in September. Question posed to the parents - *Is the information you get relevant? Are there improvements that could be made?* • Calendar is positive and helps to see the dates so important events not missed. Different dates from newsletter, google classroom etc. so now calendar will help. • Dates not always marry up on the different information sent- Staff to check to ensure errors are not made • Year group pages have year group letters specific to your year groups. • Can you attach the letter to the calendar notification? We will look into the capabilities • Discussion on the amount of letters/emails but parents agreed they would rather information repeated than not getting it. • Parents like the table with the dates that is clear on the letters. • Letters sent as attachments rather than in the body of the email –this supports visually impaired users/accessibility features. • Multiple attachments in one email can make it hard for finding the relevant information. • Parent suggestion - A plea for parents 3 before me. Before we ask the school – try and find out three different ways before approaching the school. Parents to be proactive. E.g. check the website – the school office – speak to class reps. Parent reps to remind parents there is a search option on WhatsApp to search a particular topic. • If there is a function that I can't use on the website or links don't work – Click on contact us and inform the school office so the school can fix it. • Communication apps- do not want to add another way of communicating as will not get 100% buy in. • We are looking at a newsletter option on the school website. This will take time and we are investigating this.	made (SP remind) CRC Class Rep Coordinators to action– Monday morning and Friday afternoon – key information for the week. SP and LR investigate newsletter options via website provider
Swimming (supervision and cleaning)	• We have interviewed for 3 swim teachers (9 applied). We are in the process of observations to see the quality of teaching ready for a January Start • Deep cleaning is Monday and Fridays. Pool area, changing rooms and toilets are cleaned. • A parent commented on how nice the pool especially the new floor was. • SP shared information about concerns raised over the last year in regards to swimming. One of the biggest challenges was the opposing views of parents on a number of matters in regards to	SP to update parents on new swim teacher once in post Revisit swimming as

	swimming. Within the group of parents in attendance there was differing views on the role of the parent helpers and what they should or should not be doing. • Parents discussed at what age they felt children should be able to change themselves and therefore parent helpers were not required. The general consensus of the group was from Year 3 or 4 upwards. • SP discussed possible ideas to improve swimming sessions such as timetabling and intervention/smaller groups for those that needed more support. No major changes this year due to rotas being set but further improvements will be made from September 2025. • Discussions around swimming will continue once the new teacher has been recruited.	an agenda item.

Productions and Performances	• SP shared an overview of all the performances and productions and times parents are invited in to school (see attached document).
	• SP shared why we have events spread out across the year and why not all year groups have a Christmas performance (timetabling, impact on lesson time, access to hall, number of evening events staff attend). Parents were understanding and thought the offer was comprehensive.
	• Parent commented that it was useful to see an overview and asked for the information to be added to year group pages on website.
	
	Calendar of events
	• Nursery
	  • Christmas Sing a long
	• Reception
	  • Nativity
	  • End of year assembly
	  • Open afternoons x 3
	• Year 1
	  • Christmas Craft activity and performance
	  • Two class assemblies
	  • Open afternoons x 3
	  • Reading café
	• Year 2
	  • Christmas Performance
	  • Two class assemblies
	  • 3 parent showcases
	  • Maths open afternoon
	  • Reading Café
	• Year 3
	  • Christmas Performance
	  • class assembly and Year group assembly
	  • DT open afternoon x 2
	  • Maths workshop
	  • Ukele Performance
	• Year 4
	  • Spring Performance
	  • Djembe drum performance
	  • English showcase
	• Year 5
	  • Spring Performance
	  • Violin performance
	• Year 6
	  • Year 6 Performance
		SP to add information to website

AOB:	• Use of film in school: Staff have been reminded that it is one film per term – linked to the topic	SP check lights at

	or as a reward. Staff have been reminded to check film rating against BBFC website as streaming channels such as Disney+ use their own rating system. If a class is watching a PG film then parental permission will be sought. If using a clip we won't seek permission but we will check the appropriateness of the clip. This may be because we have read a book and looked at a short clip to see how the character is portrayed in a film. • Class swaps for current 4 and 5: Current 4 and 5 will not have a further class swap. We will consider Year 2 and 3 for class swaps and will inform parents at the start of the Summer term if this is due to take place. Parents stated they are happy to quote why the class swap has gone well for future years. • Lighting request: Pathways in front of school are well lit. Parent asked about lighting at bottom gate. SP says she will check but we have to be mindful of where the caretaker's house is situated. • Netball Club: Parent request for a netball club. Staff to be asked or outside provider can be investigated. There will hopefully be a new drama club – Southside Theatre Company – currently in discussion. • Police whatsapp: Parent comment - We don't think the Police messages are being read by the officer from parents	bottom gate SP ask staff about netball club/look at provider Office staff to follow up with police officer in regards to whatsapp
Next Agenda items Spring Term	Sporting fixtures Trips Home Learning	Date TBC