

Hackleton CEVA Primary School



'Inspiring learning for life'

Parent Forum Meeting Minutes

Date:	Friday 29 th April
Time:	9.30am
Location:	Hackleton CEVA Primary School
In Attendance:	Mrs Hunter (Headteacher) Mrs Gillam (Deputy headteacher) Mrs Parker (Business Manager) - minutes 16 Parents with all year groups represented

Item:		Actions
1.	Welcome	
1.1	Mrs Hunter welcomed everyone to the first of the Parent Forum Meetings	
2.	Purpose of the meeting	
2.1	Mrs Hunter explained that the purpose of the meeting was to share ideas on what parents thought the school was doing well and what the school was not doing well. The meeting was not the place to air individual concerns or complaints, these should be directed to the correct individual through the normal channels. Parents who were unable to attend the meeting were offered the option to email questions, no email questions were received.	
3.	Online Parent Consultations	
3.1	Mrs Hunter asked for feedback on the recent delivery method of parent consultation meetings. The school would like to know whether parents have a preference for online or face to face consultations. If on-line meetings are not popular, they would be discontinued due to cost.	Continue to offer both online and face to face consultations next academic year.
4.	Use of MSTeams as a learning platform	
4.1	Mrs Gillam asked for feedback on the use of Microsoft Teams as a way of supporting learning at home.	All classes will use MSTeams as a way to share extra learning

	<p>Teams was introduced due to remote working during Covid and since then it has been used in some classes as a way of sharing extra resources for children to follow up what has been taught in lessons.</p> <p>Parents in Class 2 appreciated the continued use of Teams and they found it useful to see how they could support their child's learning at home.</p> <p>Other parents would like to see this expanded to include all classes. The type of content shared will vary dependent on the age of the class.</p> <p>Parents commented about how much they liked the new school Twitter account and again would like to see a more even balance of work from classes.</p> <p>A parent asked if the Teams work could be linked to the class knowledge organisers e.g. a weekly overview of what had been taught.</p> <p>Mrs Hunter thought that the workload may be too prohibitive for teachers to do this under what is an already highly pressurised school day but that the school would look into this.</p>	<p>resources as and when it is useful.</p> <p>A letter will be sent to all parents explaining this and reminding them how to log in.</p> <p>Staff to ensure that all classes feature more regularly on the school Twitter feed.</p> <p>School to discuss how to further share what is being taught in school.</p>
5.	Open Questions	
	Is there was going to be a Nativity Play this year?	
	Assuming there is no further pandemic, this will be going ahead.	
	Will the school be re-introducing the mock wedding and mock baptism for class R and 1?	
	Mrs Hunter is liaising closely with the church, who have been struggling hugely during the pandemic, to re-establish and rebuild the relationships at the moment. We will be restoring as much of what we did previously as we get back to normal.	
	Will parents be able to volunteer as readers and come in to school and work with some children as before?	
	Yes, this is coming back and the school will contact parents when the time is right.	School to send out a letter asking for volunteers. Parents will not be assigned to their child's class.
	Will the playground drop off be coming back in rather than outside the school gate?	
	<p>Mrs Hunter is currently reviewing this as the current system is something that is working well. Prior to this she received complaints from local residents about the parking both in the morning and afternoons. Since the current system was introduced the school has not received any complaints.</p> <p>Some parents from KS1 would like the side gate drop off reintroduced as they thought it would be less stressful for their children. Could possibly year R parents be allowed to do this?</p> <p>Mrs Hunter will look into this. Consensus of parent representatives was to maybe offer both.</p>	School to send an online questionnaire to all parents asking for their opinion before a decision is made.

	<p>Could the school be opened to children from 8.30am as other local schools offer this option?</p>	
	<p>It was explained that it would be difficult to staff classrooms and the playground as support staff do not start work until 8:45am and teachers need the time in the morning to risk assess and set up and prepare the class for the day. Safeguarding would be an issue due to the lack of staff and also the school would not know which children were in school if the fire alarm went off. We were asked to possibly contact Hardingsstone and CCS as these were schools that offer this facility. It was suggested that due their larger size they would have the staffing capacity to facilitate this which we don't.</p>	<p>School to look at how local schools manage an earlier opening.</p>
	<p>Are the new class R children starting in September being split with half attending in the morning and half attending in the afternoons?</p>	
	<p>No, all the children will start at the same time and be in the class together.</p>	
	<p>Can parents park in the lower car park or is this just for staff?</p>	
	<p>The lower car park should be available for the school to use during the day but this is often not the case as it is used by the local residents. Parents can use the lower car park if there is space. It was mentioned that the White Hart pub have previously said that they were happy for parents to park there and walk along to school. We will clarify if this is still the case.</p>	<p>School to contact White Hart to check if this is still an option.</p>
	<p>Could the school put more on the school website, pictures of trips, class work etc.?</p>	
	<p>The website used to share more but as we haven't really done any trips or events due to Covid, it has not been updated. Work and pictures of children published on the website becomes accessible to the public and we have to be careful about what and who we publish on it. Teams may be a better platform for sharing this as this can only be accessed by the relevant parents and not the general public.</p>	<p>Letter to all parents notifying them of the decision to put photos onto Teams and asking them to state if their child should not appear.</p>
	<p>Are teacher-led clubs going to be re-introduced?</p>	
	<p>Mrs Hunter is unsure, she needs to consider the teachers workload and stress levels and has a duty to consider their well-being. A parent asked if they would consider allowing parents to come into school and run clubs? A member of the Hackleton School Association said they were planning to send a questionnaire to parents to establish what skills might be available amongst parents and that this could be sent sooner rather than later to establish this. Mrs Hunter will discuss and it could possibly be trialed. The school is limited on space, the hall is in use every day after school</p>	<p>School to look at possibility of parent-led clubs and what the necessary requirements would be.</p>

	by outside led clubs, there is also the issue of safeguarding, parents would need a DBS check etc.	
6.	Future Parent Forum meetings	
	The general consensus was that a Parent Forum was good idea and that it should become a regular feature of the school calendar. It was suggested that an agenda could be sent out in advance detailing what would be discussed at the meeting. Timings were discussed and it was agreed that choosing a different time and day for each meeting would hopefully enable more people to attend throughout the year.	Parent Forum meeting will be held once each full term. The dates and times of these meetings to be sent out at the beginning of the academic year.
	Mrs Hunter and Mrs Gillam thanked those that attended. The meeting concluded at 10:30am.	