

Parent Forum
Minutes of the meeting held Thursday 17th December 2020, 4.30pm

1. Welcome and introductions

All were welcomed and introduced themselves. The following were present:

Andy Christoforou (ACH) - Headteacher

Cheryl Greyson (CG) – Chair

Katie Dodsley (KD) – Clerk

Amanda Bakewell (AB)

Grace Dagmar (GD)

Catherine Lilley (CL)

Zara Matthews (ZM)

The role of the informal Parent Forum was described. The school wants to increase parental engagement, capitalise on parent input to find out what parents think will benefit the school and if there are any current issues. Areas for discussion may be student welfare or blended learning.

- Parents generally feel less involved at secondary school than they did at primary school.
- The increase in electronic communications recently has made parents feel more involved and this should be maintained after the pandemic.
- Other parents can be invited and all were encouraged to consider other parents to join the group.
- It was agreed that the meetings will be on a Thursday at 4.30/5pm and this can be reviewed.
- All were asked to submit any questions by 1pm on the day of the meeting to enable preparation.
- Staff or other parents can be invited if particular areas are to be discussed.
- There will be post meeting evaluations to assess the impact of the meetings.

2. Parent Forum Terms of Reference

The terms of reference were circulated prior to the meeting. It was proposed that these were adopted and this was agreed by all.

3. Appointment of Chair of Parent Forum

It was proposed that CG, as a parent and parent governor, is Chair of the Parent Forum and this was approved by all.

4. Appointment of Clerk

It was proposed that K Dodsley Clerk the meeting and this was approved by all.

5. First date and meeting's agenda item(s)

Date of the next meeting: Thursday 21st January at 4.30pm

- Student and staff welfare – It was asked how staff are feeling during the Coronavirus pandemic. ACH noted that students are buoyant and staff are more fearful and cautious. There are risk assessments in place whilst students are in school and students stay in their year group zones, but they mix outside of school increasing risks of transmission.
- **Action:** all to submit questions around student and staff welfare by the beginning of January.
- **Action:** Clerk to set up a team on Teams for communications.
- School uniform and supply is a local issue and should be discussed by the Parent Forum.
Action: ACH to set up a parent survey.
- PFA, or similar, to fundraise for the school. This may also reduce the feeling of isolation between primary and secondary school. Examples of ideas were school lottery's or Easy Fundraising website. Staff could apply for funding or a list of areas the money could be spent

could be created and the Parent Forum could decide where funds are to be allocated. There would need to be a team responsible for fundraising and students may be interested in supporting.

- **Action:** Add fundraising as a standing agenda item.
- **Action:** ACH to add information to a January newsletter about the Parent Forum and ask for suggestions and volunteers to support fundraising. CG to provide paragraph.
- **Action:** All to suggest agenda items.

6. AOB