

Parent Forum Minutes from Meeting : 14th January 2020

Apologies : Lizzie Harper, Tanya Cardall Jessie Lancaster Heidi Nulkes

Present: 5 parent forum members and 1 GBPA staff:

Mrs Evans, Sharon Garvey , Jason Kruger, Nicole Fraser, Marie Cooney, Jane Huntley ,

*Points to be actioned in bold and suggested target dates

Dicussion points/Action	Target date
Any other business: <ul style="list-style-type: none">We have had no volunteers for new members to join the team as yet	
<u>Issues rising from an email in December:</u> <p>The question was raised by a parent as to how lunchtimes were organized as he/she had concerns over her child.</p> <p>School response: there is a Senior Lunchtime supervisor whose job it is to co-ordinate lunchtimes; organize rotas and activities within zoned areas of the playground.</p> <p>As children have very different needs/interests the school provides zoned areas for children to enjoy different activities around the playground</p> <p>There is a football rota to ensure that those children who want to play get a chance to</p> <p>There is a quiet nurture area for those children who want someone to talk to or somewhere to be quiet.</p> <p>There are a variety of lunchtime clubs available too including choir, JAM club, dance club and computing.</p> <p>Playfighting and other rough games are strongly discouraged.</p>	
<u>Survey results and last Feedback Friday comments:</u> <p>A higher response this time which is encouraging and more parents knew why we were there this time round</p> <p>Mrs Evans and Mrs Collins are currently putting dates in the diary for workshops and information events to correspond to the times suggested on the survey.</p> <p>Handouts will be available for any information events.</p> <p>SATS information events was discussed and we talked a lot about the needs of a particular cohort and how the school responded to that and the timings of SATs information events and the impact of mental health and well being. The current cohort are more concerned about transition, therefore that is what the school focused on last half term.</p> <p>Comments in the box:</p> <p>Communication of dates is unclear – we were all a bit stunned by this statement and I covered most of this on the last feedback letter to parents as to where to find information.</p> <p>Grammar errors – the comment was made about grammatical errors in communications from school – text messages cost money and need to be short and sometimes errors are made when reducing character numbers. All the letters are proof read 2 or 3 times, but human errors are inevitable at time – can only apologise</p> <p>An app to keep in touch with class teacher – this has been tried before at school as an open email system but was abused by some parents so the emails are now routed via the office and admin to filter the emails and make sure they get to the relevant people. This has been done</p>	

<p>primarily to protect the work/life balance of teachers and as a duty of care measure for staff and to ensure that emails are received by the most appropriate person to deal with the issue. The office check emails every day so the advantage of this system is that emails are forwarded daily and staff can also be directed to their inbox for an urgent matter.</p>	
<p>Issues raised on the night:</p> <p>Lighting – especially round the back of the school for after school club collection – this is being addressed at the moment and quotes are being taken to rectify this.</p> <p>Parking – parking at the front of the school and in the staff carpark. The gates have malfunctioned recently meaning that they have had to be left open a lot of the time. Some people are abusing this and using the staff carpark for pick ups.</p> <p>Staff are encouraged to use the carpark unless they need to leave between 3.20 and 3.40 when there are a lot of pedestrians – if so, they should use the side streets.</p> <p>Issues for Ducklings and Doves drop off and pick up with flooding and drainage work in progress -Old building entrance and playground cannot be used as an alternative entrance – the new fencing has gone up and the old gate is linked to the old building. This is temporary and alternatives are being looked at.</p> <p>Long term staff absence – could this be communicated to the parents so that they know who their point of contact for their child is for any issues, concerns or parents evenings.</p> <p>Speed limit – the question was asked as to why there was not a speed limit in force around the school vicinity.</p> <p>This has been raised to the Parish Council and is apparently something that they have looked into. Police visit regularly to check on parking and there is a camera in place near the drive in layby. Jason’s neighbor is a Parish Council member and he is going to ask them what information they would need to push something like this forward, ie petition/survey of feelings about this matter.</p>	

Next Steps:

- Minutes to be typed and sent to Mrs Evans/Office to circulate
- Feedback Friday –7th February – (Jane if needed) morning
Nicole and Sharon– afternoon tbc
- this will be an open suggestion/comment box with no specific focus other than to gather comments and views
- **Next meeting Tuesday 17th March 2020 7pm Focus will be any comments arising from the comments box and a travel survey – to include children if possible too**
Please send apologies in advance through to the school office