

Parent Forum meeting agenda  
Thursday 9<sup>th</sup> February 2023

<p>1. Welcome and apologies</p>	<p>Present: Catherine S (Turtle), Carys J (Hippo, Narwhal), Julie S (Hippo), Charlotte K (Rhino), Anne-Marie J (Pangolin), Sarani I (Albatross), Lucie B (Panda), Ellie P (Narwhal, Panda), Carrie G (Koala), Mrs Fletcher, Mrs Rackham, James Ferris (Chair of governors)</p> <p>Apologies: Karen B (Kiwi), Lauren H (Kingfisher), Rachael H (Jaguar), Alison P (Otter)</p>
<p>2. Questions/queries raised:</p>	
<p>Rhino class: No issues were raised in advance of this meeting.</p>	<p>Parents asked if the superstars with the children's names on can be moved to make it easier for them to see. Mrs Fletcher will speak to the Reception staff about doing this. Please also see point 4 in the minutes for Kiwi Class.</p>
<p>Hippo class:</p> <p>1. Could someone look into making sure the toilets have enough toilet paper?</p>	<p>1. Yes, we will raise this with Mr Meads who will raise it with the cleaning team.</p> <p>In the meeting it was also raised that sometimes the staff in classrooms don't know who is going to after school club. It was explained that due to changes of who is going sometimes this communication is missed but we will bring it up with the office teams.</p>
<p>Kiwi class:</p> <p>Positives:</p> <p>1. Great to have different times to book after school clubs, thank you! Life was much easier! Great selection of clubs too.</p> <p>2. Happy with level of learning. Children progressing and enjoying being in school. Children telling parents lots about what they've been up to and learning each day from London facts to the funny things teachers say!!</p> <p>3. Afternoon stay and play was lovely to see and easier time for some parents to attend.</p> <p>Queries:</p> <p>1. Can parent readers be told about the ins and outs beforehand in particular the length of time (e.g. not to be expected to do great length of time, additional courses at home) as it's all voluntary and hard to fit everything in around everything else. (Happy to chat this through beforehand as can explain it easier in person!)</p> <p>2. For class staff to communicate problems/incidents so all aware. There was an incident in school with a child losing a play time but when a staff member asked about it, they were unaware of it and Mr Claridge wasn't around to ask.</p>	<p>1. It's up to volunteers how much time they want to come in for and if they want to change it at any point that's fine too. In future the safeguarding courses can be done in school during the time you're volunteering. These safeguarding courses are essential for people working with children.</p> <p>2. We can raise this to all staff in our weekly briefing.</p> <p>3. If you never pick up or drop off your child so you can't chase the class teacher, please either call or send the email to the office. Class teachers only check their class email accounts once a week. Class teachers may not reply if the email doesn't require an answer, for example, if you email to ask them to do something.</p> <p>4. How would you suggest we do this in a way that is manageable for class teachers? Parents suggested stickers for the children to wear home and making sure the children's names are big enough on the stars that go in the window for parents to read. Mrs Fletcher will order stickers for teachers to give to the children who are on the superstar.</p>

<p>3. Class emails not responded to (in particular frustrating for parents who are never at school to discuss in person any issues).</p> <p>4. Working parents who rely on before/after school club and therefore don't do any drop off/pick up, feel as though they never get to learn about achievements e.g. being a star as never see them.</p>	
<p>Koala class: No issues were raised in advance of this meeting.</p>	<p>The parent rep for this class said that the wall at the front of the Infant School was brought up again. Unfortunately, we are still waiting for the insurance company to do something. Mr Meads has cleared away any debris that was there. The parent rep also suggested a growing area. We have four raised beds over at the Junior School and would love volunteers to help us with planting. Sarani I offered to volunteer – thank you!</p>
<p>Otter class:</p> <ol style="list-style-type: none"> <li>1. Children are coming home reporting games of dare - lick a toilet seat or giving someone a back massage - how are appropriate games of play discussed and dealt with?</li> <li>2. When will TT rockstars be introduced? Have seen for older siblings in Y2 and gained great progress by using - will this be available for yr2?</li> <li>3. Can there be more Drinking water reminders?</li> </ol>	<ol style="list-style-type: none"> <li>1. This should be discussed with the class teacher either at drop-off and pick-up time. The class teacher will speak with the children involved and deal with it in accordance with our behaviour policy.</li> <li>2. It's usually introduced in the summer term of Year 2 because it includes divisions which can throw a lot of children off. There are fun times tables races on Purple Mash which all of the children have a login for.</li> <li>3. This has come up previously, staff do remind children to drink water throughout the day. If there is an individual issue please speak with the class teacher.</li> </ol>
<p>Kingfisher class: No one from the class raised any points for meeting.</p>	
<p>Albatross class:</p> <ol style="list-style-type: none"> <li>1. Could parents be told where to collect their children after school clubs are finished (both schools)?</li> <li>2. Is there or could there be any monitoring about which children have previously attended which after school clubs? So it's fair and everyone gets an opportunity at all clubs? - A parent has said she's tried to get her child on a club more than once but always full immediately.</li> </ol>	<ol style="list-style-type: none"> <li>1. We will add this to the clubs offer letter.</li> <li>2. If this is a problem individuals are having they can speak to a member of the office staff and if or when a space becomes available they can let you know. Often children drop out of clubs for various reasons.</li> </ol>
<p>Penguin class: No issues were raised in advance of this meeting.</p>	
<p>Narwhal class:</p> <p>Positives:</p> <ol style="list-style-type: none"> <li>1. Miss Roberts - what a great addition she is to the school.</li> <li>2. Lots of lovely messages to thank PTA and teachers for the disco, children seemed to really enjoy themselves.</li> </ol>	<ol style="list-style-type: none"> <li>1. The lady from the swimming pool who deals with this has been on maternity leave but is now back and assures us she is going to get the information to us soon. We are sorry this hasn't happened yet, we will keep badgering them!</li> <li>2. This was taken from Friday's newsletter: 'We have spoken to groups of children about why this</li> </ol>

<p>Queries:</p> <ol style="list-style-type: none"> <li>1. Still no updates on swimming despite being told we'd have something at the end of last term.</li> <li>2. Toilets, cleanliness and broken sinks were of concern. (I noticed there is to be work carried out in these now as per the newsletter, but any update as to when this will happen and what the interim plan is would be great).</li> </ol>	<p>may be the case and the feedback has been the condition of some of our toilet blocks. We're pleased to say we have spoken with Bucks Council, who are responsible for the repair and maintenance of these facilities and our toilet blocks will be being repaired this year!</p>
<p>Turtle class:</p> <p>Positives:</p> <ol style="list-style-type: none"> <li>1. Love the new forms for school trips where you can sign and approve all online. So much easier. Thank you</li> <li>2. The full list of school dates, pta dates, and trips listed in one place on the newsletter is so much easier. Only one place to look and means it's easier to check throughout the term.</li> <li>3. The stay and play session was really good. It was lovely to see their school environment, and the kids were excited to show their parents around. It was lovely to be able to take siblings as well.</li> <li>4. The Christmas dinner was great. It must have taken a lot of effort to organise it. Really appreciate the school taking so much trouble so we could enjoy that dinner.</li> </ol> <p>Queries:</p> <ol style="list-style-type: none"> <li>1. It would be good if breakfast and after-school club bookings could be made online (similar to dinner booking).</li> <li>2. There have been some recent cyber security incidents at some schools where personal data and other sensitive information about staff and pupils has been hacked from the school's IT system and published on the dark Web. What is our school's position on cyber security? Are staff trained on cyber security and should such an attempt be made or some data be compromised, do we have a contingency plan?</li> </ol>	<ol style="list-style-type: none"> <li>1. This is in the pipeline.</li> <li>2. We work with a company called Turn IT on who manage all of our IT systems and cyber security is part of that because as people who work in a school, we are not experts. James Ferris, our chair of governors, is currently working through a cyber security audit with Turn IT on. This is a lengthy process but once the report is back, James is going to write something to go in the newsletter.</li> </ol>
<p>Pangolin class:</p> <ol style="list-style-type: none"> <li>1. Feedback from school disco: The feedback from the kids/parents in our class is that they absolutely loved this event. They really enjoyed spending time with their friend outside of school learning, felt it was age appropriate, great to have during the evening, fun and was the best event that they have had at the school so far. Thank you to the PTA for putting this on and for everyone involved. Can this be a regular event for the end of terms?</li> <li>2. Feedback from the Young voices performance: It was lovely to be able to get the opportunity to come and see the children perform especially</li> </ol>	<ol style="list-style-type: none"> <li>1. The PTA are at their capacity for events at the moment and without a large influx of PTA members to help organise more events, not just volunteers for helping at events, this will not be possible. Carys J who is also a member of the PTA said perhaps they could run another disco at the end of the term or school year. The next PTA meeting is at 7:30pm on 28<sup>th</sup> February in The Plough, please come along and offer your support!</li> </ol>

<p>where parents can't make the event in London. The kids did an amazing job - Thank you.</p>	
<p>Panda class: - Definitely a positive was the school disco, sounds like they all had a great time. Would love more events like this for them. - I'm pretty happy across the board. Disco was defo a highlight. - I absolutely loved the stay and help in class - had such a great time helping him with his work! - Thank you for arranging the young voices rehearsal for parents not able to attend and children who aren't attending it was a lovely rehearsal and I really enjoyed seeing them singing and the movements.</p> <p>1. Is there a way us parents see more pictures of what our kids have been up to. At my son's school they have a Facebook page and regularly put on pictures of when they've had someone visit to talk to them, a trip out or working on a topic. It's nice to see what they do in a day. Like today I won't see any pictures of Silverstone and what they got up to.</p> <p>2. To send an email out at 2pm for a first come first served thing that is open straight away puts children of working parents at a disadvantage to get a place.</p>	<p>1. The new school website will be up and running very soon. We plan to put photos on there for parents to see. There will also be a social media account linked to the new website. Leave this with us and we will work something out!</p> <p>2. The booking system opens at 6:00pm usually. We think what happened is that because there were some spaces remaining on the Friday before clubs started on Monday, a message went out asking people to book at 2:00pm. These spaces would have been available from 6:00pm on the day the booking system was opened.</p>
<p>Ocelot class: No class representative</p>	
<p>Jaguar class: Positive: 1. Loving the new homework books! Queries: 1. What is the school doing to ensure the level of cleanliness is being sustained post COVID? The lunch trays are not being cleaned in between use. Reports from children that the toilets are a disgrace - reported by three year 6 parents. One parent reported their child even refuses to use the toilets and rushes home to go. Sanitary bins are not being used correctly. 2. Is the year 6 "phone issue" being monitored? I mentioned the recent email about handing phones in, but one parent seems to think some children are taking selfies during school time. If phones are to be banned, could there be an allowance and check in sheet for those kids that really need a phone on them? For example, those children that walk home.</p>	<p>1. We have mentioned your concerns to Mr Meads who leads the cleaning team. Lunch trays are cleaned between use. If the children pick one up that isn't clean for whatever reason, there are lots of trays, they can just help themselves for another. James Ferris reported that part of the role of the governors is to monitor our lunch provider's service so he requested we set this as an action for the Premises, Health and Safety Committee. This was taken from Friday's newsletter: 'We have spoken to groups of children about why this may be the case and the feedback has been the condition of some of our toilet blocks. We're pleased to say we have spoken with Bucks Council, who are responsible for the repair and maintenance of these facilities and our toilet blocks will be being repaired this year!' We have spoken to the Year 6 teachers about discussing use of the sanitary bins with their classes and they are going to speak with the girls again.</p> <p>2. This was also taken from Friday's newsletter: 'We have had some issues with Year 6 and mobile phones in school so we have had to change how these are handled in school. Year 6 are allowed to</p>

	<p>bring phones in but must hand them in when they enter the classroom, they sign these in and then collect them from the school office when they leave the school. Anyone who does not hand it in will have their phone taken away and a parent will be asked to come and collect it from school. We trust the children to make sure they follow the rules and for safeguarding reasons it is key that they do this. Next week is children's mental health week and we also have an e-safety specialist visiting us to undertake some work with the children on some additional online safety.' An Internet Safety expert came in to school on Wednesday and spoke with all year groups about using the internet safely. He is going to do a session for parents soon.</p>
<p>Other points parent reps brought up at the meeting</p>	<ul style="list-style-type: none"> <li>- Parents are asking what's happening next in terms of our outdoor provision? If parents know they may be able to offer support.</li> <li>- The Year 4 children's wellies were getting wet. This was the case but they have now been moved to a covered area in the courtyard and as long as the children put them away properly, they should stay dry.</li> </ul>
<p>3. Information/updates/queries from the schools</p> <ul style="list-style-type: none"> <li>- School dog</li> <li>- We will be holding these meetings once a term from now on.</li> <li>- Correct PE kit</li> <li>- OPAL parent rep</li> <li>- Thank you to anyone has volunteered to help with trips recently, we are very grateful</li> </ul>	<ul style="list-style-type: none"> <li>- School are investigating the possibility of getting a school dog. Other schools in the area have a therapy dog which they use to support the emotional wellbeing of children. Parent reps will be asking parents for their thoughts.</li> <li>- Mrs Rackham and Mrs Fletcher explained that despite attempts to tell children and their parents that children must wear PE kits that adhere to school guidelines, children are still coming dressed in unsuitable clothing. Parent reps suggested consequences, wellbeing telephone calls and giving children the correct PE kit to change into.</li> <li>- School is looking for a parent to be a representative for play. This would involve meeting with the school's play leader to discuss how play is working and what the school would like to do next.</li> </ul>
<p>4. Date, time and location of the next meeting</p>	<p>Thursday 27<sup>th</sup> April at 2:00pm in the Infant School hall.</p>