

BROUGHTON COMMUNITY SCHOOLS PARENT FORUM

MINUTES of the meeting of the Parent Forum meeting of Broughton Community Schools held virtually in Broughton Infant School hall, Thursday 6th October 2022 at 2pm.

PRESENT:

Laura Bradford (BIS DH)

Sarani I (Albatross Rep)

Lizzy Rackham (BJS DH)

Lucie B (Panda Rep)

James Ferris (Governor)

Charlotte K (Rhino Rep)

Carys J (Hippo and Narwhal Rep)

Julia S (Hippo Rep)

Karen B (Kiwi Rep)

Carriann G (Koala Rep)

Alison P (Otter Rep, Governor)

	ACTION
<p>1 WELCOME AND APOLOGIES</p> <p>LB opened the meeting and thanked all for attending. Ellie P (Narwhal Rep) had sent apologies.</p>	
<p>2 Introduction</p> <p>LB outlined the format of the meeting and the plan for future meetings whereby class representatives would be asked on a Monday, 2 weeks in advance of an upcoming meeting, to collect and submit items for the meeting by the end of that week. This will allow a week to prepare the agenda and preparation.</p> <p>It was noted that Kingfisher, Penguin, Turtle, Pangolin, Ocelot and Jaguar classes did not have representatives as yet and all present were asked to encourage parents in these classes to consider joining the forum.</p>	<p>LB/LR</p> <p>Reps</p>
<p>3 Rhino Class</p> <p>No questions had been raised for this meeting.</p> <p>Hippo Class</p> <p>1 – LB agreed to ask Mr Meads to look into provision of more bike-rack space. Children do not go near the racks during the day so the school does not believe there is a need to lock bikes.</p> <p>2 – An email about Tapestry activation should be sent out shortly.</p> <p>3 – LB and LR said that a “sticker” with instructions would be put into reading records including a one-off example in each book as a model (writing in each book every time would take too much time for staff and reduce the amount of reading that could be done).</p>	<p>LB/JF</p> <p>LB</p> <p>LB/LR</p>

Kiwi Class

1 – LB/LR agreed that an advance list of clubs/days could be sent out on the Monday before the Friday booking day. Splitting days/times would be hard to manage and school would like to wait and see if the advance list helps relieve some of the problems first.

2 – LB/LR reported that unfortunately, because we are 2 schools we have to keep separate databases, which means parents/carers who have children at both schools will receive duplicates.

3 – School offers various class-/school-wide opportunities for parents to come in and share their child’s learning, but social gatherings need to be arranged by parents. PTA also offers various events. LB/LR agreed to ask teachers to let Parent Forum Class Reps know when new pupils join so they can invite them to join class groups.

Koala Class

1 - LB informed the forum that a phonics information evening will be held next term and asked for ideas for increasing attendance. It was suggested that an in-person session could be held after drop-off plus an online one for which questions would be pre-submitted and which would be recorded for later viewing. Pupils get 1 book a week because more frequent changing would reduce teachers’ ability to match ability levels each time. However, children do not have to read the same reading book for all 5 reads, anything they read can be recorded in the logs if they finish the school-supplied one.

2 – LB/LR replied that there are always gaps between different children in a class and that teachers differentiate work accordingly. There will always be repetition because we have a spiral curriculum and repetition really helps retention. This is monitored by school peers and leaders on a regular basis. Class reps should encourage parents who have particular concerns to contact the class teacher who can then discuss the individual needs.

3 – LB/LR noted that the wall outside the Infant School has had to be left in order to make insurance claim from county who have been very slow responding. However, the issues of the path, wall and hedge will be raised with Mr Meads. JF confirmed that these are items on governor meeting agendas and will be reviewed in upcoming governor H&S visit.

4 – The positive feedback on the outside spaces was welcomed by the school and LB/LR noted that more development is coming including looking at more shelter. LB/LR informed the forum that parents will be invited to a “stay and play” visit on 23rd November in order to see the site and learn about the school’s new play strategy.

Otter Class

No questions had been raised for this meeting.

ACTION

LB/LR

LB/LR

Reps

LB/JF

ACTION**Kingfisher Class**

There is currently no class representative for this class.

Albatross Class

No questions had been raised for this meeting.

Penguin Class

There is currently no class representative for this class.

Narwhal Class

1 – LR reported that there isn't enough time to allow pupils to blow-dry their hair, but they are supposed to wear swimming caps and these can be kept on in the showers if they want. Parents had noticed that the swimming cap rule may not be being enforced and LR said that this would be looked into.

LR

LR agreed to ask Mr Hearn is to look into providing mid- and end-of-year feedback/reports about swimming.

LR

2 – For Y4, swimming takes the place of one PE session. There are also the daily mile and forest school schemes to encourage outdoor exercise. Timetable restrictions prevent what would be a 3rd PE slot.

3 – Each class has a timetabled, ½ hr library session every week. Library cards have only just been printed but pupils will soon be able to borrow books from the library.

4 – LR agreed that a letter would be sent home and information put in the planners to give more information on its usage.

LR

5 – LB/LR said that texts are not automated and need to be sent out manually by staff so they are typically only for last minute items/changes. The school knows this is a tricky one and puts as many reminders as possible in newsletters and other communications they send out.

Turtle Class

There is currently no class representative for this class.

Pangolin Class

There is currently no class representative for this class.

Pangolin Class

There is currently no class representative for this class.

Panda Class

1 – LB/LR agreed that afternoon open-class slots could be done and noted that there are also upcoming library open-days and other opportunities such as Y5's farmers market being planned. Reps asked if there could be a map of the school showing main areas – LB/LR agreed to look into the possibility of having children make the maps.

2 – LB/LR agreed to investigate holding SENDIAs meetings at different times (e.g. afternoons).

3 – CJ (PTFA member) reported that the PTFA does have more events planned but is always in need of “on-the-day” support. They would like to maintain a list of per-event-volunteers and would encourage any who can to sign up.

4 – There will be no Y5 residential this year – Y3 and Y6 only. All year groups went last year to catch up after COVID. LR agreed that some information on what the children who don't go on residential will be doing will be sent out prior to the trips.

5 – Homework sheets do get marked but primary assessment is often through testing. The ½-termly topic overviews in class newsletters should have details of what home learning is expected. Some variation in homework will occur as it is used to help provide individualized learning for the children, reinforcing or extending it as required.

6 – Children in Y5 and Y6 can complete their own reading records but parents should review them.

7 - Some children are on “banded” reading schemes and will receive books appropriate for their reading level but others are able to choose freely – children should know which books they are to choose from and parents should contact their class teacher if they have questions about it.

8 - School has always expected children to read a minimum of 5 times a week and encourages them to read more. Any sort of reading is good, fiction, non-fiction, recipes, cereal packets – the goal is to have them interested in reading. Comprehension work is done in school.

9 – LR reported that admin staff were asked about this. They receive over 250 emails a day and read them all but are only able to respond to those that require an answer due to time constraints. Could Class Reps ask parents to use class emails more for specific enquiries?

10 – Girls' club will be starting next week. LR agreed to ask Mr Hearn to look into alternating between boys and girls clubs every term or some other way of start a boy-specific club.

ACTION

LB/LR

LB/LR

LB/LR

Reps

Reps

LR

4	LB/LR asked Class Reps to refer parents to class teachers with individual queries.	ACTION Reps
	Reps reported that the class whiteboards, showing the week-ahead activities, were very useful. Some parents just take a photo of it on Monday morning. Reps agree to pass out links to their relevant class' online calendars etc. via class WhatsApp groups (this could be done by QR codes that individual Reps can produce).	Reps
	Reps suggested that more photos of what goes on in and around school would be good to see on the new website. Also, having quick-links to calendars and contacts on the landing page would be important.	
14	DATES AND TIMES OF NEXT MEETING	
	Thursday 1 st December, 2:00pm, BIS hall.	

The meeting closed at 3.pm.