



## Parent Forum Minutes

Wednesday 6<sup>th</sup> July 2022

	<p><b>Co Chairs: Emma Scorer and Gemma Earlam</b> <b>Secretary: Amanda Foy</b> <b>Present: Mrs Jewitt (HT), Mrs Williams (DHT), Miss Monins (SENCO)</b> Six parents attended the meeting</p>
1	<p><b>Introduction to the Purpose and structure of the Parent Forum</b> Mrs Jewitt explained the purpose of the parent forum as a two-way communication process between parents and school. The school encourages parents to add items onto the agenda. The structure is time led; the meeting will stick to the scheduled time. Items will be added to an agenda and if time does not allow discussion of an agenda item, it will be discussed at the next meeting, Items will either end in an action or will be closed, no items will be revisited in the next term. Mrs Jewitt is keen to make meetings accessible to as many parents and will schedule meetings on a variety of days and times, e.g., meetings after school morning drop off or after collection, evenings. The forum is supported by the governing body which has two elected parent governors. These governors provide a two way link between the Forum and governing body and are co Chairs of the Forum. Emma and Gemma are now parent governors, replacing Helen Denny. Chairs liaise with the Head teacher and are supported by the Secretary (currently Amanda Foy) This role was previously a joint role, thanks was given to Elisabeth Allison who has now stood down from this role. The Forum is looking for another volunteer to share the role of Secretary with Amanda.</p> <p><b>Action:</b> Parents/carers interested in sharing the role of Secretary for Forum are to contact the School Office for further details.</p>
2	<p><b>Koala Northwest Presentation</b> Steph Leason and Nikki Barker from Koala Northwest gave a presentation about Koala Northwest. Koala used to be part of Homestart, they provide support if a child is under 11 in the Wirral and Chester region. Ellesmere Port falls into their catchment. They support with Antenatal onwards, to provide help to families with a variety of issues e.g., struggling with bonds, relationships, milestones, or any difficulties such as bereavement and sleep services. They also deliver workshops. They want to meet a need by finding out what main areas parents struggle with. Koala are able to visit homes to help with parent isolation and offer 23 different services. They triage everyone after the initial contact.</p>



	<p>They can be contacted by telephone 0151 608 8228  <a href="https://koalanw.co.uk/">https://koalanw.co.uk/</a></p> <p><b>Action</b> - School are to continue to liaise with Koala to explore opportunities for workshops or drop ins for parents/carers and families at school during the next academic year.</p>
3	<p><b>School Lunches</b></p> <p>With Covid restrictions the salad bar offering was stopped. From September the catering company is changing to Edsential. Kitchen staff remain the same. The school is working with the new provider for reinstatement of the cold deli option. The menu will cycle on a 3-week basis.</p> <p>Feedback from parents is they like the Jacket Potato and sandwich option and the Friday choice is popular.</p> <p>Menu choices have been made for the Autumn term and will be published on the school website by the end of the summer term ahead of the new school year.</p> <p><b>Action</b> - Menu to be published on school website.</p>
4	<p><b>Pick up at the end of the school day</b></p> <p>There were countless restrictions and changed throughout the pandemic regarding school pickup. Feedback from parents is that the same time drop off is helpful. School have previously stated that people collecting children from early years should collect the youngest child first, however this means people collecting children are entering the school playground as people are leaving and going against the flow of people. Early years also doesn't always dismiss on time as little people are excited and take a bit longer to exit. Moving forward it is felt that the most sensible option is to collect children from the main playground first and go with the flow of people exiting the playground.</p> <p><b>Action</b> - No Action</p>
4	<p><b>School Photographs</b></p> <p>The school aims to have photos taken outdoors as the natural background of trees and hedges is nicer than a white background. There has been issues with children squinting because of the sun. Academy will be contacted to position children in future to avoid this. Mrs Jewitt reminded everyone Academy are happy to be contacted directly if people are not happy with individual photographs and will retake if necessary or help with any issues (Editing out bruises etc)</p> <p><b>Action</b> - Closed with no action</p>
	<p><b>Other</b></p> <p>Mrs Jewitt wanted to take the opportunity to highlight positive outcomes from the Parent Forum, these include:-</p>



**Electronic Communication**, working as a communication tool. The pandemic saw the introduction of Parentpay and Seesaw as the main platforms for communication. Both have been well received and used by parents and carers and feedback about these has been overwhelmingly positive.

One parent present asked if accounts for multiple children can be linked.

**Action** - This is to be explored by the school team and see if a different app is required and if so, find out if it is economically viable.

**Parking and Road Safety**, There have been countless meetings and consultations with highways and the vast majority of parents and carers continue to support the Parking Charter for our school. Highways are reviewing road markings based on recent consultation with neighbours.

This is with a view to further improve road markings near school, mainly on the corners of roads which pose a greater risk to the safety of children.

**School Website**, over the pandemic, the school had to rethink and focus on pandemic issues. They want to improve the layout and introduce a new website format for the Autumn term which will hopefully be easier to navigate, refreshed and more attractive.

Mrs Jewitt and Mrs Williams are working with the host, School Spider currently to have this ready to relaunch in the Autumn term.

A suggestion was news and holidays should be easier to find. This suggestion will be included as part of the website review.

**Playground Markings**, the playground has been resurfaced, school funding is being used to install interactive markings.

A question was asked over the location of the Parent forum minutes, these are on the website and are also distributed via parent Pay.

Close of Meeting.