

Parent Forum Minutes

Friday 18th January

The Parent Forum is a partnership between the school, the governing body, and parents/carers. It is a valuable way to share ideas and views. It is also a great opportunity to make suggestions for improvement.

Welcome to first forum

Mrs Berger welcomed parents and Sarah Warren (Chair of Governors) to the meeting. Ten parents attended.

Parent workshops

The forum agreed that a workshop on '**How we teach Maths at The Tynings**' would be useful. This workshop will be held at **9am on Friday 8th February** with opportunities to go into classes afterwards to see the children completing maths in class. The session will also be repeated at 6pm that evening so parents who are working during the day can attend. The later session will not have the opportunity to see children completing maths in class.

It was also suggested that the following workshops would also be useful:

- How we teach Reading at The Tynings (with opportunities to see reading being taught in class afterwards)
- How parents can support their children in reading at home
- How we teaching Writing at The Tynings (with opportunities to see writing being taught in class afterwards)
- Support for parents in helping children to cope with school work
- Resilience for children and parents
- Managing behaviour at home
- Extra-curricular activities, and how they can help your child's confidence

It was also identified that behaviour coffee mornings would be useful. School staff would not attend these. It would be a regular opportunity for parents to share experiences of managing their children's behaviour with each other, and to realise they are not alone. School will provide a local authority behaviour specialist to attend the coffee mornings to provide advice and guidance.

Parents also asked for SEN coffee mornings to help parents with SEN children make links with each other and to discuss best practice.

Children's mental health was briefly discussed and Angela Berger mentioned that, at the last INSET, staff had received Emotion Coaching training, and that the school had a mental health first aider. It was acknowledged that school has not communicated this to parents; parents asked if they could be informed of what staff were learning about at INSET.

ACTIONS

- Maths workshop to be held on **8th February**
- Angela Berger to put together a plan for workshops and coffee mornings, and publish to parents /carers by **Friday 25th January**
- Helen Weeks (SENCo) to put together a plan for SEN coffee mornings and publish to parents/carers by **Friday 25th January**
- Angela Berger to ensure parents/carers are given an overview of what is covered on INSET days, as and when they happen.
- Angela Berger to review extra-curricular provision at The Tynings, and identify ways to improve the current offer to children. Parents/carers to be notified **by the end of term 3**

Communication between home and school

It was identified that not all parents currently feel valued by the school. School staff often expects parents to know systems and processes without having explained them. Not enough information is given when children move from phase to phase (ie KS1 to KS2). Parents do not have enough information about what is being taught in school, so they feel unable to support their children at home.

ACTIONS

- Class teachers to send home a short email each week, detailing the key maths, English and topic objective. This can be just three sentences long. The email may contain links to Mathletics, or other online learning platforms to support parents. Emails to start going home on **Friday 1st February**
- Class teachers to make sure spelling lists are up to date on the school website by **Friday 25th January**
- Meet the New Teacher meetings to be held in July. Meetings to outline all key events in the school year (swimming, camp, trips, etc) so that parents are prepared. Exact dates and prices may not be given, but parents will be given a good idea of when these things will happen. Routines (ie buying tuck) and outline of curriculum will be given. Letters will be handed out to reflect this information. **July 2019**
- Office to send all Y2 parents information about how to book/pay for school lunches by the **end of July**, ready for the children to start Y3 in September.
- Communications Box to be set up at Breakfast Club. This will allow parents who are dropping off their children early to deposit certificates for Praise assembly, notes for teachers, permission slips etc. This box will be set up by **Monday 21st January**
- Parents Evening meetings have recently been shortened so they end at 7pm. This has been difficult for parents who work. It was asked if Parents Evenings could once again end at 8pm. This was agreed and will happen at the next Parents Evening. It will be reviewed by Mrs Haydon when she returns to school.
- Transition packs for parents of children who are moving from EYFS to KS1, KS1 to KS2, and Lower KS2 to Upper KS2 will be provided. These will be created by Angela Berger ready for transition by the end of **June 2019**
- Parents to be informed they can use the school email thetynings@sgmail.org.uk if they wish to pass on messages to teachers. Parents/carers should put the class name in the subject box. This will be put in the newsletter by **Friday 18th January**
- Text messages to have the name of the teacher who is sending it at the bottom so that parents know which child it is referring to (for example – Your child needs to bring old newspapers to school tomorrow. *Mrs McNeill*). This will be set up **by Friday 25th January**
- Text messages are coming from multiple numbers, and are sometimes coming through the APP or as a text message. There are concerns parents may be missing messages. Angela Berger to ask the School Business Manager to investigate this issue **as soon as possible**.
- Teachers to make sure class web pages are up to date. This can include messages sent via SMS, as well as details about upcoming events. Angela Berger to ask phase leaders to monitor class pages, **starting next week**

Mathletics

It was felt that Mathletics was a worthwhile resource but needed to be used in a more structured way to get the best out of it. It was asked if there was a way teachers could know who was close to achieving a certificate, so that they could encourage the children to keep going. It was explained that one child had lost all her progress when her password was changed, and this had affected her motivation to keep going.

ACTIONS

- Angela Berger to investigate whether Mathletics has a function which allows teachers to see which certificates their children have achieved. This will be done **as soon as possible**
- Teachers to inform parents/carers of appropriate units to use in Mathletics to support in-class learning. This could go in the Friday email.
- Children to receive incentives for achieving certificates (like the new reading system?). Angela Berger to set up reward system and inform parents and children **by end of term 3**
- Angela Berger to set up Mathletics display to motivate children **by end of term 3**

Home/school agreement

The usefulness of home/school agreements was discussed. If they are not going to be reinforced, what is the point of them? The following was agreed to be good practice:

- HSA to be handed out and signed on a yearly basis to keep them fresh in people's minds, and so they can be edited to reflect changes in the school
- HSA to be specific to each phase, not a blanket HSA for the whole school
- School council to be involved in writing the new HSA

It was suggested that elements of the HSA could have a termly focus.

Angela Berger will work with the school council this term to begin drafting new HSA. These will be shared with parents **by the beginning of term 4**

Any other business

Homework was discussed. The following issues were identified:

- A Y6 parent identified that Y6 spellings are stuck into a homework book, but these books have to be handed in two days before the spelling test, making it tricky for families. Angela Berger to ask Y6 to collect in books on Fridays instead of Wednesdays
- Year 1 children have nowhere to stick their spelling lists so they become tatty or get lost. Angela Berger to ask Y1 teachers to solve this problem **by Friday 25th January**
- Parents are not informed which spelling their children get wrong in the test, so cannot help them with their spellings at home. It was suggested that children could circle the words they spelt incorrectly on their spelling list. Angela Berger to discuss with class teachers in **next week's staff meeting**
- Y5 system of letting children stay in for a short amount of time one lunchtime per week seems to be working. Could this be introduced to other year groups? Angela Berger to investigate and inform parents **by end of term 3**
- Parents discussed lack of consistency in homework between year groups. Angela Berger agreed to complete a homework quality check **by the end of term 3**
- It was felt by some parents that the homework given did not move on children's learning. Angela Berger agreed to complete a homework quality check **by the end of term 3**

In addition, it was agreed that the school's SIP headlines should be shared with parents, with updates at the end of each term. This will begin **at the end of term 3**

It was also agreed that Angela Berger would investigate the purchase of new cups and jugs for lunchtime because the current ones are very old and are putting children off drinking water. **By Friday 1st Feb**

The next meeting is on Thursday 14th February at 3:30. Childcare will be provided. Please inform the office by Wednesday 13th February if you wish to attend.