

Minutes Parent Forum

Held on: Friday 17th April 2026



Present:

CR – Claire Richards (HT)
 JC – Jo Cole (Office Administrator)
 ES – Emma Saunders (R and Y4)
 HW – Hannah Williams (N and Y2)
 HS – Helen Staddon (Y1 and Parent Governor)

Apologies:

Agenda Item	Discussion	Action By whom
<p>Welcome Outline Purpose</p>		
<p>Actions from Previous Meeting</p>	<p>CR to check with Y2 and Y4 to check that logins for ~Seesaw are valid. This was done and new logins sent out where applicable.</p> <p>CR to remind staff to set times tables for children to learn so that they are not just accessing the easy ones. CR checked in with staff to remind them to regularly check the tables that the children have access to.</p> <p>Parents evening book system created issues for some parents in the Spring term 2025. CR spoke to the office about this who confirmed that there had been an issue but that this had been resolved as soon as they had become aware.</p> <p>Reading books aren't always changed. CR spoke to staff to ask them to continue to remind children to hand in their books for changing. From the beginning of this academic year, staff have set specific days to change books.</p> <p>Concerns were expressed about the use of crates in Nursery. CR spoke to staff about this and they reviewed their risk assessments. These are not used during more inclement weather for climbing.</p> <p>A concern was raised about the date for finding out about admission to BMS. The dates were checked and it was unclear where the confusion had been.</p>	

	<p>The dismissal process is quite busy and some parents commented that they find it challenging to get round to Year 1 because others are on the playground. CR discussed this further with staff but no solution to this was found other than ensuring that the gate to the playground is unlocked in good time.</p> <p>Reading at home was discussed. CR sent a reminder about reading at home each day.</p>	

<p>Communication between school and home</p>	<p>It was raised that there are ‘too many apps’ used by the school. JC explained that the Trust states which apps we use which include ParentPay, School Grid, Teachers2Parents and Kids Club HQ which are all designed for the digital times that we live in and are too reduce the use of paper helping schools to meet their sustainability targets. Each app/website has a specific use.</p> <p>Seesaw is used by class teachers to share updates. Class Dojo is used to reward children and not as a communication tool for parents.</p> <p>Some parents have expressed that they dislike the new newsletter format. It was explained that this system is felt to be much more user friendly than the previous version with clear headings for parents who want to skim through.</p> <p>Some parents have asked that updates are provided about any changes to staffing or timetables. It was explained that sometimes this might not always be possible due to the last-minute nature of some changes but that where possible they will be added to the newsletter.</p> <p>The current issue with the Kids Club phone was discussed. This will be changed next week but, in the meantime, the school office is open during the session times for parents to contact.</p>	<p>A list of school apps and websites will be added to the newsletter so that parents have clarity over what is used and why.</p> <p>Further clarity about how Class Dojo is used in school to be shared with parents.</p> <p>Changes to staffing or timetables to be added to the newsletter where possible.</p>
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<p>What is working well in the school?</p>	<p>Parents are positive about teachers and where changes were made in staffing due to the Laches Wood visit, it was felt this worked well.</p> <p>Feedback around sports coaches, Bee Active was positive with parents expressing a preference for the current system of a morning or afternoon of PE rather than it being on separate days and only partially with the coaches.</p> <p>Mrs Walsh's Film Club in the Spring Term was very well attended and enjoyed by all and the current one run by Miss Ball on nature had positive feedback.</p> <p>CR asked if there was any other feedback on clubs since some are not well attended. It was felt that all that the children are provided with in addition to the usual learning was very beneficial.</p>	
<p>What improvements could be made?</p>	<p>A question was asked about the climbing frame and whether it will be used this year. CR explained that it had been cleaned and now just needed the soft pore to be cleaned again. The risk assessment is in place.</p> <p>The entry to school grounds was discussed because it is often a bottleneck at pick up times. CR explained that school is currently waiting for the fencing work to be done and this may address some of the issue because there should also be a pedestrian entrance for the Nursery and Reception dismissal gate.</p> <p>Parking outside school is still an issue with some parents parking on pavements, most specifically the area next to the Nursery playground.</p> <p>Parents have asked what is happening regarding the field and blinds. CR and JC explained that both of these should be completed this term. They explained that the blinds in the classrooms had been done at the start of the year but needed some remedial work and that Trust signing off for the hall ones was being awaited.</p> <p>The field continues to be an issue. CR explained that both her and JC had been on there at the beginning of the week and that it remains extremely waterlogged. CR explained that the Forest School area has been cleared and that pupils will soon start to use this area. There is also another area of the field that is less waterlogged than the main part of the field so is hopeful that this can be used in the near future. JC explained the grounds people were due on site to survey it and see if they could begin cutting</p>	<p>The handyman will be coming into school before half term to clean the soft pore again then the climbing frame can be used by all classes in KS1 and 2.</p> <p>CR to let parents know when the work on the fencing will start.</p> <p>CR to remind parents about parking safely and considerately in the Newsletter.</p>

	<p>it or offer any additional solutions. It was agreed that an update via the newsletter would help parents understand that school is trying hard to resolve these matters. CR also explained about the fencing that was due to go up as soon as possible now that the tender has been agreed by the Trust.</p>	
<p>AOB</p>	<p>Parent Forum representatives in other year groups was discussed. CR said that she would put out another advert with an explanation of what the role entails. There maybe a potential member for the Reception cohort for September and HW is happy to remain as Nursery Rep in September too.</p> <p>Father's Day plans were discussed. The SA will do a sale and cards are completed at school. CR said that she had also been asked about what was in place for Fathers in the same way it is for Mother's Day. The fact that Mothering Sunday is on the Church calendar was discussed and the fact that school doesn't usually do Father's Day services for this reason. ES suggested that a song could be learned to be shared on Seesaw.</p> <p>The arrangements for Year 4 leavers was discussed. CR and JC said that school organise a range of events in school and there are transition activities. ES asked about hoodies. JC explained that this has been organised by parents in the past and said that she is happy to share any information if consent is provided by parents.</p>	<p>CR to advertise for additional Parent Forum representatives.</p> <p>CR to discuss Father's Day arrangements again with staff.</p>

Next meeting:

Friday 5th June at 9am