

## 1. Safety outside the school

- Governor Graham Boulding liaising with Local Authority to solve issues outside school regarding speeding motor vehicles (before and after school).
- HT met with representative from the local authority – unsuccessful! Local Authority have no money.
- Graham Boulding is continuing to pursue the issue.

→ HT to report back to Forum at next meeting ☐

## 2. Mrs Willson

- Will go on Maternity leave in April.
- Concerns raised from Parents as the Yr1 was 'rocky' for this cohort.
- Currently looking for a replacement. If no one found that is of a very high standard – Mr Stock will cover until July to ensure children are not unsettled.

→ HT to inform Parents when arrangements are finalised ☐

## 3. Safeguarding – People entering the building

- Tightening up on Safeguarding procedures
- Access to the building after school is a concern. Parents needing to talk with Teachers will be invited back into the building – accompanied by the Teacher.

→ New procedures to be rolled out over the next few weeks ☐

## 4. Money / September 2014

- Money (as always is tight), currently looking at the budget and the possibility of single year classes for September.
- V. difficult to say as Local Authority are also making cuts to school funding.

## 5. P.E.Premium

- School have received a large amount of funding from the Government to spend on improving Sport across the school.
- Action Plan has been written to show how the money would be used. E.g. Tom Childs employed to run Sports Activities during lunchtimes, additional After School Clubs.

## 6. Playtimes & Lunch time changes (need to look at wet plays)

- Playtimes and lunchtimes have become more exciting due to additional clubs running e.g. Bug Club Club as well as Tom Childs lunchtime activities.
- Concerns over how interesting 'Wet Playtimes' are. Currently looking at ways to make Wet Play more exciting and stimulating.
- Suggestion was made to get wii fit or 'Dance games' for wii to use during wet plays.

→ HT / Teachers to discuss ways of making Wet Playtime more interesting

□

→ Look at cost of basic wii with active games □

## 7. Christmas Events

- A calendar of Christmas Events taking place at the school was distributed to all Parents. School wanted to give enough advanced warning so that Parents could be available for events such as 'The Nativity'.

→ Check Events are available on the School Website and in the reception area □

## 8. Communication (text messaging etc – website / Newsletters)

- School are looking into the possibility of a text messaging system to send out alerts. E.g for Snow Days or Key event reminders.
- Can be quite expensive but HT is investigating a cheaper alternative.
- Newsletters have been well received by Parents.
- Derek (Lego) has added a link from the old Trimley St Martin website to the new one, to ensure visitors are redirected to the new site. The old site will be removed shortly.

- School intend to keep the current website but need to ensure that all information is up-to-date and that staff are uploading information again.

→ Look at cost of buying into a text alert service or alternative ([www.24x.com/index.html](http://www.24x.com/index.html)) □

## 9. Dinner money

- A few concerns were raised about Dinner Money – some children receiving letters for not paying ~ when they had, some children receiving letters meant for other children.

→ HT to investigate and clarify Dinner money procedure with Parents □

## 10. Watches and coats going missing.

- A few watches and coats have gone missing during lessons. Generally, it is lost during P.E. when children are getting changed. The children will be spoken to by class teachers and reminded to take care of their belongings whilst Teachers monitor closely what's happening in the classroom.

## 11. Playground plans – raising money

- Currently looking to raise money for Playground resurfacing.
- Mrs Simpson currently sourcing quotes.
- Pupils will write letters to local companies asking for support – either in the form of money, resources and equipment or time and support.

→ Letters to be sent out explaining the plan □

## 12. Changes to reporting

- All Parents said they were pleased about new reporting procedure and felt that the colour coding was clear and easy to understand.

## 13. Attendance policy & holidays

- New Attendance Policy – introduced by Government and then adopted by Local Authority.
- Will be shared with the Parents.
- Only exceptional circumstances, as set out by the authority, will be allowed in order to authorise a holiday request.

- Lates will also be fineable.

→ Details of the policy to be sent out the Parents with additional school guidance document ☐

#### 14. Uniform questionnaire coming soon

- Mrs Simpson is producing a questionnaire to be distributed with the next newsletter that will gather Parents opinions of Uniform – its value for money and quality.

→ Questionnaire added to end of November news letter ☐

#### 15. AOB

##### Reading Recording Sheets

- Some Parents raised concerns / issues with the recording sheets used to record Home Reading. Need to be clearer and the procedure for changing them made better.

→ HT to look at a standard format to be used across the whole school ☐

##### Parents Parking in the layby

- Concerns raised about Parents still parking in the layby during the morning.

→ Added to newsletter ☐

##### Maths Homework Books (Year 2 Upwards) – The reason for recording in the squared paper books

- Question asked regarding why the children couldn't just write in the Schofield and Sims Maths homework book rather than recording their answers in normal maths book.
- 2 reasons – (1) is that the school can re-use the book again (2) Children start to develop skills of setting out work carefully in their maths books.

→ Added to newsletter ☐

Next Meeting – THURSDAY 23<sup>rd</sup> JANUARY 2014