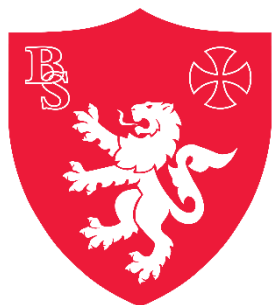


Parent Forum Minutes



CHILDREN COME FIRST.

Meeting title: Spring term meeting of the Brownlow Parent Forum

Date and time: 9th February 2023 at 3.30pm

Location: Brownlow Primary School

In attendance

Parents:

- Jenny Norwood
- Samantha Sanders
- And 2 responses to the online survey.

Staff:

- Mr. Toon – Trust Executive Headteacher (Primaries)
- Miss. Child – Head of School
- Ms. Hart – Pastoral and Inclusion Manager
- Mrs. Sellars – Head of School
- Michelle Wright – MET Clerk (Minutes)

1. What could be improved:

Parents' evenings: Some parents wanted to see a return to face-to-face parents' evenings whilst others found the virtual parents' evenings more convenient. Mr. Toon said the virtual parents' evenings had been popular with parents and were also convenient for staff. It was suggested that an open afternoon could be arranged to give parents an opportunity to see the classrooms and meet their child's teacher in-person.

Communications: It was felt that the school sometimes sent too many emails in one day. Mr. Toon agreed with this. A weekly Friday email had been introduced to reduce the number of separate communications sent to parents throughout the week. The school also had plans to introduce a new platform (Weduc) to further simplify parent communications.

Parents had also commented that they wanted more open and honest communication from the school. Plans were discussed for some pupils to put together a newsletter containing profiles of the staff as a way to give parents more of an insight into the school.

Parents also wanted more notice of swimming and change of PE days. It was noted that this required staff to be organised and the new Weduc platform would help to improve this.

Presence of senior staff on playground: A parent had said they missed the presence of senior staff on the playground. It was noted that, with the exception of Mr. Toon, the senior staff were outside in the mornings. It was agreed that a communication could be sent to parents to clarify Mr. Toon's new role as Executive Headteacher and that the Heads of School would continue to be on the playground.

Swimming gala selection: A parent queried how pupils were chosen to take part in the Year 5/6 swimming gala, as it was felt that not all pupils were given the same opportunity to participate. The school agreed to review how the teams were picked to ensure it was inclusive.

Year 5/6 entrance: Parents commented that the entrance via the car park often got congested at pick up/drop off. The school was somewhat limited in what it could do given the amount of space available and the number of pupils in those year groups but it was noted to monitor the situation.

Playground activities: Parents asked what other activities pupils could do on the playground, given that tag was disallowed. It was explained that there were plans for a dance area and to expand the wellbeing area which could provide a space for children to read. A number of lunchtime jobs had also been created for pupils. It was suggested that this be communicated to parents so they could encourage their children to take part in the different activities.

2.

What works well:

- Fantastic Year 6 teaching.
- Prompt responses from class teacher to parent emails.
- Weekly Friday email.
- Extra-curricular activities.
- Notice given for World Book Day.