

Meeting Minutes – Summary of Discussion

Date of Meeting: 3.12.25

Next Meeting: 25th February at 2pm

Staff Attending: Mr Stace, Mrs Connett

Parents attending: 2 parent carers

1. Matters Arising from Previous meeting

Actions Agreed

Action	Responsible	Deadline / Notes	COMMENT
Re-share the request for Parent Representative volunteers in the next school newsletter	School Staff	Before next meeting	Completed
Review Healthy Eating Policy and bring suggestions to next meeting	All Parents	3 rd December	To be addressed today
Review SEND Information Report and gather feedback	Parents	3 rd December	To be addressed today

2. Parent Representative Volunteers

Mr Stace will ask parents who have attended parent forum to take on roles as representatives due to receiving no volunteers.

3. Healthy Eating Policy Review

Healthy eating policy review rolled over to the next session due to low parent attendance.

4. SEND Information Report review

SEND Information Report reviewed with parents; suggestions included:

Adding a more accessible visual to describe support processes.

Moving “Areas of Need” nearer the beginning of the document.

Updates will be applied to the website version.

5. Preschool Update

Preschool Opening: The preschool remains on track for its scheduled opening on January 12th. The recent newsletter explained the reasons for establishing the nursery and the impact. It was highlighted that the would be minimal impact on green space. It highlighted that funding had come from a government grant and the Multi Academy Trust not the school. and outlined the efforts made to secure resources.

There is a high demand for nursery places in Plymouth, which has been noted. Staff are working hard to attract pupils to both the preschool and the foundation stag to ensure Boringdon’s role remains high.

A qualified teacher has been appointed for the Foundation and Preschool classes.

Attendees had the opportunity to tour the preschool.

5. AOB

Back Gate Issue: The issue with the back gate was resolved quickly, and a suitable solution was found.

Puddle on Path: The puddle on the path is still present. This is the council's responsibility, and the school has contacted the council repeatedly to address the problem.

Foundation Assessment Concerns:

Foundation parents raised concerns about assessments on their WhatsApp group. However, many parents were pleased with the assessment information.

Mr. Stace explained that:

- **Assessments are part of government targets that schools are required to share.**
- **Assessment information was provided to parents before parent meetings to give them time to review and reflect prior to discussions with teachers.**

Planned adjustments:

- **Improve covering letter.**
- **Share teacher information via Tapestry.**

Actions Agreed

- **Update SEND Information Report on the website with suggested improvements.**
- **Adjust covering letter for assessment information.**
- **Continue communication with council regarding puddle issue.**
- **Maintain updates to parents about preschool opening and staffing.**