

## AGENDA

**Date of Meeting:** 6.5.26

**Staff Attending:** Mrs Connett, Mrs Escott

**Parents attending:** Two parents attending

Next meeting: July 7<sup>th</sup> at 2pm

### 1. Matters Arising from Previous meeting

#### Actions Agreed

Action	Responsible	Deadline / Notes	COMMENT
Bring proposed healthy snack policy options to the next Parent Forum meeting.	All attendees	6.5.26	
Include a reminder in the school newsletter that children on site at 8:30am are not supervised by school staff until 8:40am.	Mr Stace	Prior to 6.5.26	Completed

### 2. Healthy snack policy

The healthy snack policy was reviewed, and it was agreed that it will now be simplified to fresh fruit and vegetables only. Everyone felt this was important to help promote healthy eating.

It was noted that the school receives a weekly delivery of fresh fruit and vegetables. These will be used to support snack time so that all children in the school have access to a healthy snack.

It was agreed that if a child brings a snack that does not meet the new rules, they will be given a piece of fruit or vegetable instead.

Some parents currently send in yogurts and other snacks because they worry their child is not eating enough at lunchtime. There was a discussion about making sure parents understand how children are supported and watched during lunchtime. Parents agreed that children sometimes say they have not eaten their lunch, but this may not always be correct. It was noted that snack time is not watched as closely as lunchtime. Everyone agreed that if the snack policy is too complicated, it is hard for staff to follow it properly. The new policy should clearly explain that fruit and vegetables will be available and how children are supported at both break time and lunchtime.

**It was suggested that the new policy should have a gradual start after half term, with staff reminding children about the changes, followed by full use from September.**

**3. Homework books. Can we use a more cost-effective way of recording homework?**

**A discussion took place about how homework is currently recorded. It was noted that sticking paper into homework books takes a lot of time, and staff feel this is not an effective system because it uses a lot of time and resources. Staff suggested using a simple, low-cost folder instead. Homework could be kept in order inside the folder so it is easy to follow.**

**Parents agreed that this would be a suitable alternative to homework books, as it would still keep homework organised in the correct order. It was agreed that homework sheets would be hole-punched and kept safely in the folder.**

**4. New uniform policy**

**There was a discussion about changes to the uniform policy, especially about children wearing trainers. It was noted that the policy does not clearly explain the difference between PE kit and school uniform trainers. It was also suggested that some wording could be clearer, such as saying "polishable shoes" instead of "waterproof shoes."**

**Some children have been wearing very expensive trainers to school. It was also noted that the policy still says plimsolls can be worn for PE, but as children now wear PE kit all day, this may not be suitable.**

**There was also a discussion about girls' dresses and playsuits. It was agreed that playsuits are not suitable, as they can make it harder for girls to use the toilet on their own.**

**The policy currently says children should wear a blue sun hat, but these can be hard to find. It was agreed that it is more important that children wear a hat, rather than the colour.**

**There was also discussion about wearing fleeces as a school jumper instead of just as an outdoor coat. This needs to be made clearer in the policy.**

**It was suggested that when new Foundation parents come to their first meeting, a mannequin wearing school uniform could be shown so expectations are clear.**

**The updated policy will be shared at the next meeting.**

**Amended policy to be shared at next meeting.**

**5. Code of conduct**

**A discussion took place about the school code of conduct, which explains expectations for pupils, staff and parents.**

**Some parents have shared an expectation that staff should reply to emails during the school day, which is not possible. It was suggested that teachers could use an automatic reply to confirm that emails have been received and that a response will be given within 48 hours. This would help parents know their message has been received.**

**It was agreed that more work is needed on this and it will be discussed again at the next meeting.**

## 6. AOB

### Parent Events (attendance)

**A recent event held during parents' evening, where outside services offered support and information, had very low attendance. A few parents came on the first evening, and none attended on the second.**

**There was a discussion about how to encourage more parents to attend. It was explained that these services are for all families, not just those who need extra support. For example, the Rees Centre shares information about activities and opportunities for families.**

**It was felt that the way the event was advertised may have made it seem like it was only for parents needing support. It was agreed that future messages should be more positive and inclusive.**

**It was suggested that selling pre-loved school uniform at events may encourage more parents to attend. It would also be helpful for the PTA to organise a uniform sale before the end of term, while parents are thinking about September uniform.**

**It was also suggested that after events, a QR code could be shared so parents can easily access information about the services. This would allow parents to look at support and activities at a time that suits them.**

### Pre-school

**There was a discussion about the preschool. It was asked whether two-year-olds would be included, but there are no current plans for this as extra facilities and staffing would be necessary.**

**There will be a change to provision, with wraparound care provided by Premier Education from 8:00 to 4:30. A member of the preschool team will support this.**

**It was noted that the preschool is doing a very good job in getting children ready for school. A parent shared that this is very helpful for children moving into school.**

### School Places

**There was a discussion about school places. It was noted that the school has worked hard to fill places, and this year there were 61 first-choice applications. This was seen as very positive. Staff recognised the work by the school team to promote the school and the success of this.**

### Transition

**Parents said they would like to know about class changes and new teachers as early as possible. Staff explained early information is not always possible because of the many factors involved. Parents suggested that the school could share a date for when this information will be confirmed. Parents noted that "save the date" messages, like those used for sports day, have been helpful.**

**Staff explained that children already take part in informal transition activities, such as visiting new classrooms and meeting different staff. However, children may not realise this is part of transition, and it was suggested that this could be explained more clearly to parents.**

AGREED ACTIONS:

- **Snack policy:**

Introduce a simple fruit and vegetable snack policy with a soft start after half term, followed by full implementation in September

- **Homework recording:**

Trial the use of a low-cost homework folder instead of homework books

- **Uniform policy:**

Update and clarify the uniform policy (including trainers, PE kit, shoes, hats, fleeces, and playsuits). Share the amended policy at the next meeting.

- **Code of conduct:**

Explore at next meeting

- **Parent events:**

Improve how events are shared with parents, so they feel welcoming to all. Consider adding a pre-loved uniform sale to increase attendance and provide QR codes after events for easy access to information.

- **Transition:**

Share a clear date with parents for when class and teacher information will be confirmed.

Improve communication about how transition activities already support children.