

Beaford Community Primary and Nursery School

Minutes of the Parent Forum Meeting

22nd January 2014 - 9.00 am

Present : Annette Yates, Jasmine Randall, Amber Bowen

1. Review School Website

The school website is being very well used with 8,000 views since last May and 400 views since the start of this year. There is a high percentage of parents using Parentmail/Parentpay and the initial problems with Parentpay seem to have been ironed out and the system is now working correctly. The website was looked at during the meeting and compared with other school websites. Only small issues were noted, firstly, that we need gaps between lines where there is a list of links and, secondly, the photographs at the top of the home page are missing – there should be a set of photographs to scroll through but for some reason they are not appearing.

2. Nursery Information

The school now has registration for 4 places for 2 ½ year olds and is awaiting the registrations certificate and as soon as this arrives will be able to start filling the places. An information pack will be given to the parents of all new nursery children and a review of the information was carried out. It was discussed how including a sheet regarding the school's lost/missing child policy could be a little worrying for new parents and so this should not be included in the pack but available on the website.

3. School Grounds Update

Annette and Helen have been busy finding companies and getting quotes etc but so far there has been nothing really inspiring shown to them. The forum discussed maybe trying to find someone with a whole grounds approach rather than each item separately and it was felt that it may be worth mentioning it in the newsletter to see if anybody knows anyone locally. Jasmine may have a contact who would be interested.

4. Other matters

(a) Reading Records

There was some discussion regarding the key stage 1 reading records. A parent had noted that their child's record had only been completed by their teacher once during a whole term and that could give the appearance that a child is not reading to their teacher or being monitored on a regular basis, which is certainly not the case. Is there any real need for the teacher's part of the record to be included at all if this is going to mislead some parents? Parents get regular progress reports and parent interviews to update them on their child's progress.

Parents felt that the part of the reading record that is completed by parents is essential to let the teacher know what the child has read at home.

(b) After School/Breakfast Club

The after school/breakfast club is doing well and proving cost effective and so this will continue. It was noted that this was used more by the younger children in the school than the older.

(c) Late collections

There are times when parents are a little late to pick up their child and the school understands this fully. However, if a child is collected late on a regular basis the school will now put them into the after school club and the parents will be charged accordingly. This will be published in the school newsletter.

Meeting ended : 10.20 am

Next meeting : 19th March 2014 at 9.00 am