

*St. Augustine's  
Catholic Primary School*

*Parent Forum*

**Parent Forum Notes**

2:00 p.m., Monday, 10<sup>th</sup> June 2013.

Meeting begins at 2:00 p.m. with consent of the committee members' present

<b>Committee Members</b>	<b>Present</b>	<b>Apologies Sent</b>	<b>Notes</b>
Mr A.S. LA Chapelle	✓		Headteacher
Mr G. Watt	✓		Governor
Mrs M. Watt	✓		Governor
Mrs S. Buckley	✓		Governor
Mrs S. Irving	✓		Parent
Mrs E. Wilson	✓		Parent
Mrs E. Stringa	✓		Parent
Mr L. Reeves	✓		Parent
Mr A. Wilson		✓	Parent
Mrs M. Swift	✓		Parent
Mrs J. Wharam	✓		Parent
Mrs R. Wetherall	✓		Parent Support Advisor
Mrs C. Clough	✓		Pastoral Care

**2. Minutes from previous meeting.**

Minutes from previous meeting were discussed.

**3. Matters arising**

No matters arising.

**4. Teacher-Parent communication**

Many suggestions were made to improve Teacher/ Parent communications, they are as follows:

- A request for more formal communications
- An outline of expectations, tailor-made to be specific to each year group.
- Each Teacher to suggest their preferred line of communication. (Some Teachers' may prefer a brief face to face chat, where as some may prefer contact by more formal methods such as email).
- Formal homework guidelines, i.e. amount of time to spend on homework and deadlines for completion.

After taking these points into consideration it was suggested that the final Newsletter of the academic year will be tailored to each class and will incorporate the above discussion points.

ALC to Action

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### 5. Road Safety

Road safety issues around the school were discussed, poor parking was considered to be the main area for concern. Suggestion made to improve safety were:

- Encourage park and stride.
- Request a Police Patrol to discourage unsafe parking.
- Run a competition to design a road safety leaflet
- To include the road safety leaflet in admission packs for new children.

ALC to Action -  
Drawing  
competition

Mrs Padwicke's absence had been noted and an enquiry was made as to why the school had not arranged sickness cover. Mr La Chapelle explained that as Mrs Padwicke was employed by NCC and despite requests for cover the school is reliant upon volunteers to cover the crossing patrol.

### 6. Reception transition

Mr La Chapelle explained the process for Reception transition, concerns were expressed that initially children would attend mornings only and not been given the option of full days. Mr La Chapelle explained provision had been made to provide places in the Nursery for those who would like their children to attend all day – depending on numbers.

At present there is no provision for new children to visit School prior to starting in Reception. It was suggested that it would be of benefit children who are new to be offered a session in Nursery during the summer term.

A suggestion was made for current Reception to line up on the playground in the mornings for the last week of term, to help with their transition into Year 1.

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### 7. VA status and the role of the RC Diocese

- The Diocese has an overview. The Diocese is a small team consisting of the Bishop (the head of the Dioceses) and the trustees.
- Our Governing Body has more power and makes the day to day decisions and policies by which the school is run.
- The Governing Body includes Foundation Governors who are chosen by the Bishop.
- Only Foundation Governors may be elected as Chair of Governors
- The Diocese applies for funding for projects, such as our recent building improvements.
- The School is part of the Catholic Cluster. The Cluster holds funds for SEN and particular support staff (i.e. Language Teacher and Family Support Officer).

### 8. Parent Forum Meeting days and timings

The date for the next meeting has yet to be confirmed, the preferred time is 7 p.m.

### 9. AOB

ALC to Action

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A review of the Sex Education policy to be presented to the Governing Body.

**Associated Documents**