



STOWER PROVOST PRIMARY SCHOOL

THURSDAY 1ST FEBRUARY 2018

Parent Forum notes

Present: Vanessa Lucas(VL), Mel Beeson, Catherine Slade, Rebecca Whitfield, Marie Crossman, Kate Hillam, Samantha Watridge, Anna Pattison, Rebecca Whitfield, Nicki Tynan, Josie House, Lisa Freer, Nigel Lithgow, Sarah MacAndrew, Emma Mauger, Alex Snow, Katie Snow, James Stanford

Apologies: Martin Crossman, Claire Heasman

1. Welcome and introductions – Nigel Lithgow and Sarah MacAndrew (governors)
2. Everyone was asked to sign in for the notes
3. Notes from last meeting approved.
4. Actions taken following last meeting:

A governor's newsletter will be published following this meeting so that all parents are informed of developments.

- Headteacher appointment update: the governors have been working with the LA and the process is in hand. Prospective candidates will be able to visit the school, applications close on February 25th. The governor's selection panel, assisted by a professional adviser from the Local Authority, will be shortlisting at the end of February and interviewing candidates on March 13th at the school. All governors will then ratify the appointment of the successful candidate at a special meeting and then they will inform the school community before the end of term.
 - Parent Survey responses
- The main strengths identified by the survey were:

- Children feel safe at the school
- Children are well looked after
- Children feel happy at the school
- Children make good progress
- Children are well taught
- Children are well behaved

Areas that were identified for development were:

- Leadership and management
- How bullying is dealt with
- Information about children's progress

What we have done to address these areas:

The governing board has been actively recruiting new governors that bring new skills and knowledge to the board.

The governors have been progressing the head teacher appointment process, the governors are committed to appointing the very best head teacher for our school.

Parent Forum established to further improve communication.

The behaviour policy has been updated and published on the website.

School Council has revamped the school anti bullying policy and procedures.

Staff training has taken place to ensure all staff are aware of the need to take all instances of reported bullying seriously, and procedures as to how these instances, if substantiated, are followed up to the satisfaction of the victim. All substantiated events of bullying are recorded.

Staff are discussing ways to ensure parents are better informed about their children's progress, to be shared at parent's evening Spring term

5. Operation Spring Clean

Potential projects were discussed and information will be passed on to PTFA to organize a family event including a crèche if possible. All in favour

6. Website

Parents felt website was very useful, in particular, the calendar; news; curriculum pages; reminders of events e.g INSET days

Mr Stanford shared information about the newly redesigned two year rolling programme for Years 1 – 6 and the changes that may take place with regard to the creative curriculum pages becoming more subject focused.

Other matters discussed:

- Homework diaries felt to be very good / homework /message books suggested for KS1
- Less holiday homework

- Clearer instructions with homework e.g. optional
- Parents liked the text system in place and email reminders for events like parent forum
- Parent workshops – English and Maths
- Grammar session – a glossary requested

Actions following meeting:

1. Governor newsletter to be published
2. Operation Spring Clean – Mr Stanford and PTFA to set dates / organise
3. Staff to discuss points raised regarding homework diaries, information about homework and workshops
4. Date for next meeting: Thursday 22nd March at 2:30p.m.