

Stower Provost Parent Forum

Purpose

Regular, open communication and consultation is highly valued at Stower Provost Primary School. The parent forum aims to represent the views of all parents and to be a voice to inform our school of the needs of children and families. It facilitates communication between parents/carers and staff and governors. The forum works to provide feedback on provision, offer a parent's perspective on current policy and practice and input into decision making and planning for future provision.

This takes place by:

- Regular communication with parents/carers
- Ensuring a diverse forum membership and representation of views from parents/carers from all backgrounds and sectors of society

The forum is not in place to address specific concerns about an individual child or issues relating to individual members of staff. Parents who need to discuss these issues should approach their class teacher or the Headteacher.

Main Aims

- To support and promote children's learning
- To help the school find out what parents and carers think about important issues
- To involve parents and carers actively in school decisions
- To make plans that support the ways the school wants to develop and improve outcomes for our children

Membership

The parent forum's membership is made up of parents and carers of children attending Stower Provost Primary School. We aim to have two representatives per year group. Members of staff and a representative of the governing body may also attend meetings.

Meetings

Parent forum meetings are held every half term. The agenda is prepared in advance of the meeting and circulated by email. A typical agenda includes:

- Items identified by the governing body and leadership team for discussion
- Items identified by parents and carers for discussion

All meetings will be held in the school.

Reporting

Minutes are taken and circulated at least a week before the next meeting to everyone who attended the meeting, preferably by email.