

Family Forum Meeting Agenda:

Friday 27th January 2023

Inspiring learners, caring about success!



Invited: KW (Chair of Governors), JR, LC, GS, S H-B, EF, LS, SW(HT), TB, RH(minutes)

Apologies: LM, R T-R, NS, TB, GG, TB, KB

Agenda items are black. Responses/actions are blue.

Introduction of new class reps:

Welcome to parents standing in for the reps:

Year 6 JR

And new YN rep LC

Matters arising from last meeting: 2nd December 2022- cancelled

Monday and Friday drop off, concern about the back gate not being supervised, is this short term or permanent? Monday is now the only day that the gate isn't monitored because Mrs Willans is in class. All doors that aren't classroom doors, are locked so that no one can enter the school without passing a teacher or the office, and parents are watching children to the class door. This has been working well, no further concerns have been raised but if there are any, please let the school office know.

Cancelled clubs-Dance/choir/cross country-do we get our money back or can it roll onto next term or do we get catch up sessions? For some families that have siblings doing different clubs this money adds up. Yes, teacher run clubs will credit scopy if they are unable to add an extra date, and this will be rolled over to the next term if the child continues in the club. If anyone feels that they are owed a refund then please see the school office.

Swimming lessons - we were sent a form to fill out a while back and have had nothing since. Are they going to happen? Added to Y5


Family Forum and Class Reps

- New rep for Year 3? Is there a family member in Year 3 willing to take on the role of class rep?
- Scheduling meetings- is out of school day preferable? Questionnaire can be accessed here: <https://forms.office.com/e/tDFsxH92nb>

1. Questions from families

Yr N: Would a nursery trip be possible at the end of the year? This will be considered by the leadership team. Year R then mentioned they would welcome a trip as well.

Yr R: Could smile afternoons be on different days each time so parents who work on an end of the week could attend? Discussed in leadership team meeting: it is difficult to have it on any other day than Friday due to clubs, teacher PPA, staff meetings and training. Other solutions will be considered.

Yr 1: Would this be where you can ask if the school are allowing the  to wear their uniform on 22nd Feb for world thinking day? Yes and date is on website calendar.

On topic of 'reports' whether there is someone to make sure that parents actually receive them. All families should have now accessed the system and so should not be an issue this time.

Could they also do a report key? What the numbers/letters mean?

A letter is sent each time the portal opens, explaining the coding system on the reports. This was also explained in the Year 1 assessment meeting. We appreciate that the whole process was new to everyone last term, but hopefully issues have now been ironed out. Please speak to the class teachers if help is needed, they are always happy to help.

Could the school just send emails of accidents. Suggestion would be to call the parent whilst filling out the accident form.

Email is the best way to ensure a message has been sent. Making phone calls has proven to not be the best way of conveying this information.

Yr 2:

Yr 3:

Yr 4: Reminders about meetings requested – these are in the weekly reminders sent to all parents each week, and also reminders to class parents emailed on the day. We have had feedback about too many emails being sent, and we continue to aspire to get the right balance.

Yr 5: Swimming lessons - we were sent a form to fill out a while back and have had nothing since. Are they going to happen? The main issue is with the amount of children that require lessons. Pencilled in to use The Ferns pool in the summer term, but capacity is small. One solution would be to hire a coach to take a large group to a different pool. Mrs Willans to send out communication to see if parents would be willing to contribute.

Is there another member of staff that is able to attend the football and netball matches when they are at another school? Poor Mrs Everingham running between the two isn't fair on her or the children.

The day of the week that they are held there are no other staff members available to help due to staff meetings and training. The fixtures are organised mostly by Surrey Heath so we have no control over the days. Perhaps we alternate only one team going each week. Update: we will only take one team per fixture. If there are any parents are usually available on a Wednesday, with an interest in sport, who can make a regular commitment and happy to complete a DBS we would love to hear from you.

Yr 6: Are the leavers hoodies are being arranged? Yes, Mrs Wraight is organising

2. EBI: Even Better If:

3. WWW: YR: A general positive from a new parent to the school. Very pleased with how my little on has settled in and reception as a whole.

4. AOB:

Creche for the parents evening? We like to be able to provide this for the younger siblings to ensure that the child is the focus in the learning conversations, without distractions. Mrs Lucas will be running the creche in Treetops- she is on her own so please don't leave little ones for any longer than you need to. Huge thanks to Mrs Lucas for agreeing to run the creche.

There will be a governor available to talk to at parents evening on Tuesday. We have a vacancy for a governor, so any parent who is interested could have a chat and find out more.

Strike on Wednesday 1st February. A letter will be sent out explaining information surrounding this- apologies that this has not yet been sent. It seems it will be business as usual at Mytchett.

Change of timing for the next meeting? Attendance has been reducing. A questionnaire to see when people would prefer will be sent to class reps. See link above.

5. Date of next meeting: [Before the end of spring term](#)

in the staffroom or remotely via the Teams link

Family Forum: Parent Reps 2022-2023