



Meeting:	PARENT FORUM – SUMMER TERM 19			
Date:	Tuesday 11 th June 6pm Mrs Chesters Office			
Present:	Mrs Chesters (Head); Miss Pennance (Teacher); Rachel Brodin (Parent Governor); Reception – Jenny Sykes; ; Year 2 – Lucy Bradbury – Willis; Year 3 – Caroline Dugdale; Year 4 – Sarah Bielby; Year 5 – Jo Bryan; Year 6 - Sharon Ollier			
Apologies	Miss McCurrie (Senior Teacher); Helen Hunter (Parent Governor); Preschool – Jenny Barratt; Year1 - Kim Williams			
Agenda:	1) Minutes and specific actions from previous meeting 2) Items raised by class representatives 3) Items raised by Mrs Chesters and Miss McCurrie 4) AOB <i>All feedback should be given (personally or via e-mail/message) to the relevant year group rep. The names of the reps can be found on the school website and contact e-mail addresses have been sent out to each year group at the beginning of the year (Or you could just speak with them on the playground). If anyone cannot get hold of their rep, the feedback can be forwarded directly to parent governors.</i>			
Terms of Reference	<ul style="list-style-type: none"> ➢ The opportunity to join the Parent Forum is open to all parents/carers. ➢ In the case where more than one nomination per Year Group is received for the Parent representative, elections will be held. ➢ The Parent Forum will meet once or twice per term. ➢ Any parent/carer of a child can request that an item is added to the agenda by asking a parent representative to bring it to the attention of the chair of committee, or by emailing the school office (office@wybunburydelves.co.uk). It may not be possible to address every topic raised at each meeting and some topics may be carried forward. ➢ The forum is not in place to address concerns about an individual child, member of staff or governor. Parents who need to discuss these issues should approach their class teacher or the headteacher, as appropriate. ➢ The Parent Forum does not arrange social events/fundraising. ➢ Discussions held will be open and honest. However, the school reserves the right to keep some matters confidential. ➢ Issues raised at the Parent Forum may be brought to relevant groups' attention. This could include teachers, support staff or Governors. 			
Actions from Previous Meeting	Item	Agreed Action	Completed?	Discussion
	School Site is Looking tired	Maintenance planned but budget constraints impact.	No	Internal painting has begun. <i>Currently, the Upper Corridor and the Y1, Y2 and Y3 classrooms have been painted.</i> Due to be completed over summer holidays. Fencing bid successful; awaiting planning permission – <i>proposed plan is for fencing to be completed during summer holidays and if any money is left, internal fencing will be replaced also</i> Mrs Taylor has started work on a school garden in a neglected area of the site.
	School Uniform	Investigate alternative suppliers	Yes	Uniform is now available from Wyndson Shoe shop in Crewe and online <i>School to check whether online options are up and running and will inform parents when/if they are.</i>
	OOSC terms and conditions	A reminder about where to find the charging policy and Terms and Conditions will be added to Clare's email signature.	Yes	
	Please can we have a list of future dates up to the start of the summer holidays.	Key Dates have been included on all school newsletters throughout the year. They are updated half termly	Yes	
PTA	Will establish for 19-20; meeting to be called in September 2019. Summer Lights planning meeting took place in April 19	No		
General themes for discussion				
	Items raised by class representatives	School Response		
Preschool	<i>"Parents expressed gratitude for the wonderful job that Preschool staff have done. Those moving up were sad to be leaving"</i> <i>-Pond is locked and children are not allowed to enter without an adult.</i> <i>-Parents say thank you to Preschool staff and that their child (those moving up) are sad to be leaving.</i>			
Reception	<i>"Mrs T and Alex: what a team!"</i> <i>"We love how confident X has become through Mrs Taylor, Alex and Mrs Swan's support."</i> <i>"Need to mention the attention to detail in the classroom. Mrs T must spend hours (no doubt in her own time) making the space just right. Thank you so much".</i> <i>"nothing but praise! Learning is varied and fun. Love Mrs Taylor's approach to homework; encouraging but recognising importance of family time."</i> <i>"Really appreciate the staff's commitment (in their own time) to the after- school clubs, they are a huge hit and give variety in addition to OOSC".</i>			
	Suggestions/Comments			
	<ul style="list-style-type: none"> ○ Reading books parents expressed some concern that X was often bringing home same books (not helping to read as X has memorized book and is perhaps looking for the easy option!!). Can more help be given by staff for children to select books. Not always possible for parents to drop in and change with child due to work commitments. 	<ul style="list-style-type: none"> ○ Reading books – school have made changes to how reading books are used in order to encourage children to secure the phonic sounds taught in class. School will be fully implementing a new phonics programme including reading books for home. An introduction to the new phonics and reading scheme will be arranged for parents at the start of the new term in September 2019. 		



	<ul style="list-style-type: none"> o Could the Headteachers' awards could be more publicised? Maybe in weekly news. With what achieved for? Parents thought would be nice to be able to congratulate other children and make more special o The news about Miss Hodaei's departure has worried some parents. They are concerned that there's going to be a string of weekly supply teachers rather than a solid teacher until Mrs Pinton's return. 	<ul style="list-style-type: none"> o Guardian Angels are celebrated through the children's fortnightly flyer. It is not possible to list out HT Awards publically o Miss Hodaei is employed on a maternity cover contract and unfortunately for us she has been offered a teaching job which offers her more stability and long term prospects. School have informed parents at the first possible moment as we know parents, and school, are busy preparing their children for the year group change. School's intention is to appoint on a maternity cover contract, it has been advertised as of Friday last week and we have already had interest. Parents will be informed once the appointment process is complete – but to allow time for this to be done thoroughly, it will be towards the end of term before we can confirm arrangements for Y1 next year.
Year 1	<p><i>"Children happy with Miss H, how fun she is!"</i> <i>"Children happy and enthusiastic to talk about what they have done in their day"</i></p>	
	<p>Suggestions/comments</p> <ul style="list-style-type: none"> o Some children unsettled after Mrs P leaving and getting ready for Year 2 o Are parents always informed if their child is upset at school? o Some issues with communication and homework. – e-mails for homework stopped around Easter. Phonics book vanished, homework books changed, some children have different ones o Who is chosen to go on school trips? Why do some parents go, and others not asked? Is everyone DBS checked? 	<ul style="list-style-type: none"> o Changing teachers mid year is not ideal for any child but this is sometimes the case. School funded Miss H starting half a term earlier than Mrs Pinton's maternity leave started to allow an overlap of staff and Mrs P to support Miss H in her new role. o Spring19 Minutes: Visit Parent Volunteers – without a DBS a volunteer cannot supervise a group alone or take groups to shop/toilet which limits what they are able to help with. If volunteers are needed priority will always be given to those who regularly volunteer their time in school firstly, they are used to working with our staff, confidentiality and behaviour policies
Year 2	<p><i>"X loves Year 2, Happy with everything. X is always excited about the topics"</i> <i>"Interesting topics, class trips, topic days, bingo grid homework, positive praise, good handling of the Sats in such an informal way"</i> <i>"Thank you to Miss McCurrie and Mrs Parker"</i> <i>"X has thrived in Year 2 and has really enjoyed the Topics.... The Romans the best topic he has ever learned"</i></p>	
	<p>Suggestions/Comments</p> <ul style="list-style-type: none"> o Door opening earlier helped with congestion and parking problems o There hasn't been homework and is there a plan for Y2 until Miss McCurrie returns 	<ul style="list-style-type: none"> o Miss McCurrie plans lessons from home and Mrs Parker delivers them because she knows the children well; the children are producing good work for her. Mrs Parker has the commitment to the class and the children respect her. Miss Lake and Mrs Pilato are providing the rest of the cover, both are known to school. Email to be sent to Y2 parents
Year 3	<p><i>X is loving the French teaching that has started in curriculum time and learnt a lot already ! Great job !</i> <i>"Mr Dale and Mrs VR are a great team!!!" They work so hard and it's very much appreciated. The topics covered have truly captured ****'s imagination and he's loved coming to school.</i> <i>Just thank you. Love the topic choice, **** is really enjoying it.</i> <i>I've loved that study share is in the main hall!</i> <i>Study work books are really special, I don't know any other school who do them, they're so proud to show them off in study workbook sharing day</i> <i>-Like the interactive elements to the topic books</i> <i>They like the technology</i> <i>The children are liking the French lessons too</i></p>	
Year 4	<p><i>Praise for Miss Welsh's approach in resolving friendship issues</i> <i>Parent feels she has been reactive and responsive</i> <i>"Topics great really captured imagination. X is loving the Tudors!!"</i> <i>"Great choice of book again – adventure/spy which is great for boys and girls and there is a whole series of them!!"</i> <i>"Year 4 service on Hedgehogs brilliant".</i> <i>-Mindful Monday was lovely</i></p>	
	<p>Suggestions/Comments</p> <p>Homework: Felt too much given for 8/9 yr olds. (more than in other schools) Homework (spellings peer marked) not always correctly! How is this used for measuring if incorrectly marked Homework communicated by email not popular (use Homework has been a bit hit and miss some weeks none others a lot! (appreciate short terms don't help) diary/blue book instead) Lack of positive praise. Not sure of daily timetable at moment since PE teacher left. Can we have dates of any trips/ theme days for Year 4 asap (it gets very busy this time of year!!)</p>	<ul style="list-style-type: none"> o Homework has been reviewed over half term, in response to parental surveys. All KS2 have a new homework timetable which reduces homework and moves some of the other jobs into school time. o Spellings activities are part of the daily English lessons, a weekly sound/rule focus is still taught and explored o Theme day dates were included on the whole school newsletter – Spring 2 and Summer 1 o Friendship certificates, marbles, HT awards all given out. Other certificates also given out. o Homework sent home on email as Y3 parents had requested it at Spring parent forum and for consistency in the KS Miss Wlech was trialling it the same way o Clearly communicate messages about homework and that if it's not done then do the children know its ok/that they can do it at school o Positive praise to keep taking place so the children know they are doing well when they are o Headteacher discussed that if child/parent has any worries they must speak to the teacher so it can be discussed.
Year 5	<p><i>"We really enjoyed the Y5 worship on recycling"</i> <i>"Our children are so lucky to be doing the John Muir Award and swimming sessions"</i></p>	



	<p>-Growing up talk – would like to know what the content of the talk was so they could be prepared to talk to their child, if their child asked. Mrs Chesters talked about PHSE requirements changing from 2020 and school will need to respond to the new requirements with changes in what is taught and when.</p>	
Year 6	<p>"Thanks to Mrs Burns for "over preparing" the children ready for their sats, with previous papers as well as extra after school lessons. So much so they felt confident on the day of each test". "A big thankyou to Miss Whittingham and Miss Holland for providing toast club each morning before the sats. This helped my child feel calmer having breakfast with their friends beforehand." "Huge credit to Mrs Burns for keeping the class so calm during sats. She was amazing. She also put so much of her own time in to ensure they could be the best they could be. She's a star!" -Loving the reward of having no homework after SATs. Thank you.</p>	
Lunches	<p>Reception parents asked if it would be possible for parents to make the choice of what the children ate. At 4yrs old not sure that children always make good choices. School sandwiches should be removed as an option except with parental agreement. Some Parents concerned that children always choose them and there's no incentive for them to try new things as they can just pick sandwiches whenever they're not sure about the options. Concern expressed by parents that children not having enough time to eat lunches before having to go back to class or being told to tidy away and tables then put away. Children coming home with untouched lunch boxes or just having had a packet of crisps. Parents concerned at how unhealthy this is and how it can't be good for concentration/behaviour in the afternoons. Some asked if anybody checks what the children eat? Request to extend lunchtime to give children more time to eat? "*** has said on several occasions that there isn't enough time to collect school lunch and eat it before having to go back to class so he is now having packed lunches." " *** hardly eaten any of his today! Which is very unlike him as it's quite often the first thing on his mind. *** said today the dinner ladies were telling them to hurry up then started to putting the tables away" Parents said children coming home hungry. Suggestion especially for those children who attend clubs/ OOSC that a snack could be encouraged to be brought in from home to be eaten at afternoon break</p>	<ul style="list-style-type: none"> o School have requested with Cheshire East Catering moving to an online system for dinner choice; this would allow parents to select at home or the children to choose at school. <i>It may have to be a pre-paid system rather than a post-paid system. Parents asked when the choices would need to be done by – Head Teacher confirmed this could still be done at school. But the system would be explained when it is implemented</i> o However, we have an issue with children swapping choices which leads to the later sittings not having their choices available – this could get worse if the child doesn't want what a parent has picked! o The children are monitored by the mid days and encouraged to eat, but they are keen to get outside and play o Cook does monitor the menu and make agreed changes if needed o Do we say the children must sit down and eat their dinner no matter what? o Midday meetings do take place monthly and the issue of food not being eaten is shared and discussed with them; middays do monitor. o Children are rushing themselves to get out rather than being rushed by the adults. o Parents ask could we do a picnic by year group again – this will be looked into once we get some better weather!
OOSC / Holiday Club	<p>"Clare, Jo and team do an amazing job at OOSC, it's fun down time for them after school and access to the enclosed outdoor space makes it even better!" "Wanted to highlight how much my children enjoyed the Holiday Club at Easter, so much so they have asked if they can go for 1 day during May half-term."</p> <p>Suggestions /comments Holiday club is great but the reduced times/days make it difficult/unusable for working parents. It said on the newsletter due to parent feedback – can we ask who was asked? Being told on the 1st July whether the club will run in the summer is the main reason why we didn't use the old club as all clubs at other schools are full by then and parents were left in the lurch for childcare because of this last summer.</p>	<ul style="list-style-type: none"> o Last year, school had not made a commitment to holiday club, we did not have the personnel to be able to offer the facility o This year we have made a commitment to trial a holiday club in all holidays, except Christmas. It has opened on all the days we have advertised it to be open. It will be reviewed for future years and it's financial viability ascertained. o The summer club has always been advertised as 4 weeks only – Clare needs a holiday. o Holiday club is a business, it must meet it's running costs, the school budget cannot subsidise it - in other words in cannot make a loss. o Reviewing parental comments and bookings for the holiday club, most families need the 8am opening. We have had very few bookings in any of the holiday sessions for the extended day 7.30-6; and to staff the additional hours, it is unfeasible. <i>Summer bookings until 4:30. If 7:30 – 18:00 it means the cost of employing two people for the extra hours is increased. The increase means the club would no longer breakeven - the holiday club has to run as a business and cannot make a loss. Age of child and 1-2-1 requirements change how many staff are required too.</i> o School has asked parents if they will be using the service but bookings are not confirmed which makes costing uncertain. Parents asked whether an early booking discount would be an option. o Parents asked about holiday club being extended to non Wybunbury children. A possibility.
Communication	<p>Parents expressed frustration when unable to get in touch with someone in the office at 3pm. Key time for parents to get in touch. Maybe running late or have another important message. Difficult to call in early to inform of any sickness. Parents always felt phones needed to be manned Suggestion for an answer phone</p>	



	<p>Parents in Year 1 would have liked the opportunity to have met Miss H before she started</p> <p>Communication of key changes i.e school start times and teachers only being on doors at night time came after introduction would be nice to know before</p>	<p>once we have checked the emails. An acknowledgement of the email will be sent once read.</p> <ul style="list-style-type: none"> Miss H was working prior to beginning at Wybunbury which made it difficult for her to come and meet the children / parents before she started. She did spend a day with the children and met some parents on the door prior to starting.
Parent Pay	<p>Is there a way to save the emergency contact details on ParentPay so that we don't have to keep entering them for each new event?</p>	<p>Unfortunately this is not a current option on ParentPay.</p>
After School Clubs	<p>“*** LOVES Forest School, not matter what the weather. “ <i>“Thank you for the wide variety of after-school clubs on offer”</i> <i>“Really appreciate the additional after school clubs, amazing that they are free and *** loves the ones she goes to”.</i> <i>“After school clubs are also excellent and the time/effort that goes into running them is much appreciated.”</i> <i>“We really appreciate all of the staff giving up their time to provide such great after school clubs (majority are fee free too!)”</i></p> <p>Suggestions/Comments</p> <ul style="list-style-type: none"> I would love to see forest school introduced as part of the curriculum on a rota so that at some point in the school year all children experience it for a few weeks. Please could Art Club be changed to a different day as it keeps being cancelled on a Wednesday Would it be possible to move gardening club be on a different day to forest club so that the children who love being outdoors can be involved with both? Will the Drama club run after the summer holidays? 	<ul style="list-style-type: none"> School currently do not have the budget to fund forest schools within the curriculum as we don't have anyone trained in delivering Forest School sessions. It is something we would like to explore. Clubs run by the teaching staff are limited to the time / day they have available. It has been unfortunate that both art clubs have clashed with meetings. Clubs for the Autumn term will be decided over the summer.
Town Sports	<p>Request to look at selection for Town sports. Parents felt selection should be based on PE lessons and sports commitment not athletics club attendance</p> <p>Gazebo to sit under for children a priority, not enough shelter last year</p>	<ul style="list-style-type: none"> Town Sports selection this year will be done by Mrs Jenkins and Miss Welch from discussion about attitude / achievement in PE and commitment. School did not take a gazebo last year as the organisers told schools they could not take them due to the fact they block the view of the spectators. We will check with the organisers this year and adhere to their rules.
Awards	<p>In KS2 it was felt that HT Awards were not given out frequently/ or at all. (Inconsistency between KS1 and KS2 makes it look like children are not as good as they were. Or else better communication is needed to explain that awards will be harder to achieve in KS2 . Ie only for something exceptional</p>	<ul style="list-style-type: none"> KS2 staff have discussed this and they are given out for the exceptional. They have agreed to make them more accessible.
Playtime	<p>Some parents felt that playtime has become micro - managed</p> <p>Children not allowed to play on field due to mud, not allowed to run in playground.</p> <p>Games made off limits (rather than encouraging them to resolve issues created in games themselves)</p>	<ul style="list-style-type: none"> The rota for key areas of play equipment e.g. Fort Lewis / Activity trail allows a safe number of children to be supervised on the equipment Staff work hard to resolve issues within games but it is not always possible <i>If you want to have all year access to the field must have wellies and a coat.</i> <i>Games are only off limits after considerable consideration by the class teacher and head teacher. When issues arise, teachers will investigate issues and give the children the skills they need to resolve issues themselves. However, if the children aren't learning to use these skills, games have to be made off limits for social/emotional and safety reasons. Also, sorting out play time issues can take considerable time out of the curriculum.</i>
Other points raised:	<p>Uniform: parents pleased that they can buy uniform off the peg. Some disappointed that fleeces taken off the choice.</p> <p>Parking: Will the top field gates be open for parking on the field again this half term?</p> <p>Ice Cream Van: Some parents suggested limiting Toms ice cream van to a Friday? Obviously, he can just park on the road & there's probably not much school can do about it but said it's a battle they could do without!</p> <p>Dogs: There are still people with dogs on the school grounds despite the item in the newsletter. Some holding puppies in their arms, others tied up by the door to the main hall.</p> <p>Concern that some younger children are left to walk up the bank and steps and come into school on own. (younger than year 3)</p> <p>Doors for KS1 not always opening at 8.40am</p>	<ul style="list-style-type: none"> Thank you to Mrs Hughes and Mrs Lawlor for working with uniform suppliers to secure the option of a local shop Parking – at the moment the wet weather means parking on the field is not an option Ice Cream Van – he is parking on the road rather than on school premises Dogs – it is disappointing that people are continuing to do this. Dogs cannot be tied up on school grounds, anywhere, or brought on to the grounds in arms or bags. This has been explained on the newsletter. We ask all parents to remind others of this if you see dogs in places they shouldn't be! It is concerning that KS1 children are walking to school alone. We will follow up on this. Doors – We have spoken to the KS1 team – hopefully this will resolve this! School have looked into artificial grass for all round football pitch – initial indications are that this is quite expensive. School are gaining 3 quotes as a starting point
AOB from Mrs Chesters	<ul style="list-style-type: none"> Mrs Chesters thanks all parents for completing the Parental Questionnaire – these have now all been analysed. It is lovely to read that there are so many things going well and suggestions as 	<p>-Parents say thank you for providing Parent Forum as it is an opportunity to share ideas. It feels like concerns are listened to by head teacher and staff; it is felt that issues are acted upon when</p>



	<p>to what we can improve on have been noted, discussed with individuals/whole school level. Some things have been addressed through the school newsletter or on an individual basis</p> <ul style="list-style-type: none">o Thank you to all parent reps for their time this year, both in gathering comments/suggestions and attending the meetings.	<p><i>raised. Parents also thank staff for their engagement too with the Parent Forum too.</i></p>
--	--	--