



Hipsburn Primary School Governing Body Parent Pop-In Session – Update

As noted in the end of term update from the Co-Chairs, Governors will be holding regular Parent Pop-In sessions throughout the coming year. The first will be held in school on **Friday 6th October**, when representatives from the governing body will be available to meet with parents between 9am and 11am. No appointment needed – just pop-in! Mr Moloney's office will be available should you wish to speak privately.

These sessions are an opportunity for parents to communicate with representatives from the governing body and the governors look forward to hearing your thoughts about what the school is doing and suggestions of what else you would like to see.

If you cannot make it to school on the 6th October but have something to ask/discuss, please complete the attached form at any time and place it in the box outside the school office. Additional blank copies of the form will also be available near the box.

In addition to replying individually where themes have emerged Governors will prepare an anonymised update document for all parents to see via the school website. A few things to bear in mind, please:

- If you have a safeguarding concern it should be reported immediately to Mr Moloney or in his absence Miss Haswell; please don't delay.
- Governors cannot discuss individual children - if you have a concern about your child please speak with their class teacher in the first instance.
- Governors cannot discuss individual members of staff – if you have a concern please speak with Mr Moloney
- Governors are not responsible for, and cannot influence the setting of, the curriculum or timetable; we instead hold the staff to account for how well they are delivered.
- It may be the case that the issue you raise cannot be answered by the governors at the Pop-In session itself. Governors however commit to seeking an answer and updating you within 10 school days.
- Please note that forms will not be reviewed or responded to until after 6th October. A written response will be sent to you within 10 school days.

Dates of subsequent Pop-In sessions will be advised in due course. We look forward to meeting with or hearing from you.

Governing Body, Hipsburn Primary School



Hipsburn Governing Body - Parent Pop-In Form

Name:
Email address:
Date:
Yeargroup(s) of child(ren)
Brief outline of suggestion/query/issue