



St. James' Church of England Primary Academy

MINUTES OF THE PARENT FORUM

Wednesday 14th November 2018 at 2:30pm at St James' Church of England Primary Academy

Present: **Parents and Carers**

9 attended

Staff

Miss Cordingley (FC) - Acting Head of School

Topics Discussed:

- Up and coming events
- Other points raised

Discussion:

- Apologies were given on behalf of Principals as they were unable to attend this meeting.
- Discussed details for Shared Reading this Friday (2:30 p.m.) and Shared Learning on Monday 26th November (9:00 a.m. to 10:30 a.m.)
- Parents were asked to ensure that their child's school uniform is named to avoid a build-up of un-named and un-claimed jumpers. Also please ensure that if you are sending in a letter or home learning, your child's name is written on it as this avoids confusion when they are placed on the teachers' desk.
- Christmas Jumper Day was discussed as it fell on the same day at the Christmas Production. After discussions with staff, it was agreed that children can wear their Christmas Jumper as part of their Nativity costume on the 14th December 2018. Those children with a specific role and costume for the Nativity, will be able to wear their jumper during the day when not performing. The date of 14th December 2018 will also be the day we support Save the Children's Christmas Jumper Day, as this is the national fundraising day. The children will be invited to wear their Christmas Jumpers again on party day, which takes place on 18th December 2018.
- The issue of children travelling on bikes on the path in the morning was discussed. This can be dangerous as so many children and adults are walking to and from school. The suggestion of having a cycle lane was discussed and it was agreed that the School Council will write to the local MP and Parish Council.
- The timing of gates opening in the morning was discussed - please note that there is not a member of staff available earlier so the gates will be opened by 8:40 a.m. allowing entrance five minutes before the bell goes.
- Homework for KS1 was raised as an issue. Parents were concerned that when a project needs to be completed, the children have to show work every week, which means they felt they were doubling up on work. Going forward, children completing any projects in KS1 will not need to show how they are getting on each week but can just hand in the projects at the set date. If necessary, please speak to your child's class teacher.
- We discussed the timings for Reception children coming out at the end of the day. Although we try to be consistent and out by 3:15pm, it can sometimes be tricky. EYFS are trying to build children's independence so therefore some days it may take longer than others. We are sorry if you are kept waiting but please know we continue to strive for 3:15pm, which allows time to collect any other children from the other playground.
- As a school we have discussed getting pupils ready for home time and we continue to remind them to get their coats on and put their books etc. into their bags.
- Following discussions in school, the Christmas calendar will be sent home via ParentMail and put on the website under the Newsletters tab.

New Actions from June Forum:

<i>Action</i>		<i>Actioned by</i>	<i>Complete</i>
1.	Write to Parish Council/MP regarding a cycle lane.	FC School Council	
2.	Project homework in KS1 no longer needs to be shown every week. There will be no homework during the Christmas holiday.	Class Teachers	
3.	Teachers to continue to strive to be out by 3:15pm. Teachers to remind pupils to put their coats on and their books and letters in their bags.	Class Teachers	
4.	Discoverers and Explorers Parent Consultation Meetings to be held during the week beginning 26th November 2018.	EYFS staff	
4.	Class teachers will ensure that the weekly contact books are signed off at least once a week.	Class Teachers	

Next meeting Friday 1st February at 2:30pm

May I remind you that if you have any ideas or concerns, please do not wait until the next meeting; either speak to your child's class teacher or ask to see Miss Cordingley. We take your views seriously as together we can make a difference.