

Fibbersley Parent Forum

Minutes of meeting

10th October 2018

Present: C Boden (Parent Governor), N Duffy (Parent Governor), K Sayers (parent), L Cooper (parent), V Baker (parent), R Reid (parent)

Apologies: D Mitchell (parent)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Action</u>
Welcome/ Introduction	A warm welcome was provided to both new and existing members. Brief introductions were made by all.	N/A
Terms of Reference	Copies of the Forum Terms of Reference were issued out to all members outlining the following: <ul style="list-style-type: none">- Forum objectives- Scope of the forum- Key responsibilities of forum members- Meeting details- Member code of conduct	*Members are to follow/adhere to the terms of reference at future meetings
Allocation of positions/roles	An agreement was made that the meeting would be chaired by C Boden and minuted by N Duffy.	*Parent forum members to consider taking on the roles of either chair/minute taker at subsequent meetings.
Overview of parent forum progress to date/Feedback to proposals	<p>Members were provided with a written overview of parent forum progress to date.</p> <p>An A4 page document was presented to members outlining the outcomes of suggestions/requests made to Mrs Crawford in March/June 2018 in relation to 'communication, 'homework' and 'community/charity involvement (please see attached)</p> <p>There was a common agreement that a substantive amount of progress had been made in terms of response to members suggestions. The majority of parent forum requests that were made to Mrs Crawford during Academic Year 2017-18 have been</p>	

	<p>responded to and if not already in place continue to be considered.</p> <p>In relation to: <u>Communication:</u></p> <ul style="list-style-type: none"> - A further Year 6 parent information sharing workshop has taken place - A 'meet the teacher' event took place for every academic year group <p><u>Newsletters</u> At the time of the meeting newsletters had not yet been published on the school website</p> <p><u>Dates on NICER challenge packs</u> Dates appeared on some year groups challenge packs - but not on others. Dates that have been included on some challenge packs are not prominent enough/still remain unclear.</p> <p><u>Homework /Charity Choices:</u></p> <p><u>Homework leaflets/Policy</u> Still to be updated and published on line.</p> <p>Homework policy still to be updated to include a section outlining Senior School Leaders responsibilities towards ensuring that the policy is followed.</p> <p><u>Charity Choices</u> Staff and student choices still to be made with regards to local /national charity suggestions for Academic Year 2018-19.</p>	<p>*Request to be made for newsletters to be published on website</p> <p>*Request to be made for clear dates to be included on <u>all</u> challenge packs</p> <p>*Request to be made for homework leaflets/policy to be updated and placed on school website.</p> <p>*Request to be made for children /staff to submit charity vote choices and final decisions made.</p>
<p>Controlling congestion</p>	<p>Members were asked to consider/discuss M Crawford's proposals/ideas for controlling congestion around the school.</p> <p>In relation to : <u>Parents dropping children at the school gate</u></p> <ul style="list-style-type: none"> - Members considered that this should be an optional decision depending on the child 	

- It was considered that dropping children at the gate may cause upset for some children and therefore could make the situation worse

Changing the structure of the school day to include a tiered start for different key stage/year groups

-Members considered that this would prove extremely impractical especially for parents with children in different year groups.

-It was considered that this proposal may add more confusion to the school day

-It was considered that this would not ease congestion but may actually add to the issue. (people coming/leaving at the same time, fighting for spaces etc.).

- It was considered unfair for older pupils to have a shorter lunchbreak, as they need the break from the classroom/work as much as the younger children.

At this point the meeting was joined by PC J Law Edwards and Sukhi Lally

PC J Law-Edwards and Sukhi Lally explained that congestion outside school gates is a borough wide issue and that there is no solution to the problem other than to continue to try and educate people about parking sensibly and appreciating the benefits in walking children to school.

PC Law-Edwards and Lally spent time explaining action that can be taken by individuals to try and combat illegal/unnecessary parking outside the school. This includes:

- Emailing them a picture/details of the car registration numbers of repeated parking offenders. PC Law Edwards and Lally explained that

*Request for Miss Hammonds to supply parents with PC J Law-

they can use the vehicle reg database to send a polite warning letter out to offenders

- Using the WMP Self-Reporting scheme. Forms are available in school reception for individuals to make a formal complaint to WMP about persistent parking offenders (this should follow the polite e-mail warning issued to offenders). Details and images of offending vehicles can be included on the form and either handed back in to school reception or to Bloxwich Police Station. Self-reporting forms need to be at the traffic office within 14 days of the offence therefore forms should ideally be handed back in to school reception or to Bloxwich Police station within seven days.

PC J Law-Edwards and PC Lally suggested that the school could consider organising a **Junior PCSO Scheme** for children. The scheme would need to be supervised by adults with an adult/children ratio of 1:4. PC Lally said that she could supply Fibbersley Park Senior Leaders with an information pack about the scheme and how it could be set up and organised to run at the school.

Other suggestions

Members of the meeting made the following suggestions with regards to trying to control/ease congestion around the school.

A plea letter to be sent out to parents to include:

- A request for parents who live within close proximity to the school to walk wherever possible.
- A map indicating where parking is available in the immediate area

Edwards and PC Sukhi Lallys email addresses.

*Request for information about the self-reporting scheme to be made available to parents.

*Request for the Junior PCSO scheme to be considered by the school as a method of trying to control congestion/parking offenders around the school.

*Request for a plea letter to be produced and sent out to parents to include information provided by

	<p><u>A plea letter produced by children to be sent out to parents to include:</u></p> <ul style="list-style-type: none"> - A request to be walked to school outlining the benefits of exercise to children - Images of examples of good/bad parking around the school <p><u>A plea letter produced by children to be sent to Aspray/442 bar to include:</u></p> <ul style="list-style-type: none"> - A plea to Aspray to not send delivery vehicles out between 8.30am and 9am in the morning? - A plea to 442 bar to ask for help/assistance with parking ? 	<p>PC J-Law Edwards and PC Lally.</p> <p>*Request for this to be considered as an option.</p>
<p>Rewards/Sanctions</p>	<p><u>Rewards</u></p> <p>Members were provided with information supplied by Mrs Crawford regarding the current rewards system used in school.</p> <p><u>Members considered the current reward system and made the following suggestions/points for discussion:</u></p> <p>*Members considered that the house point system should be reviewed to include less prizes but more ambitious targets.</p> <p>* It was suggested that the appropriateness of prizes should be considered further e.g. extra play time on their own or the opportunity to eat lunch on their own before others may not actually be considered as a 'reward by some children</p> <p><u>Members suggested the following</u></p> <ul style="list-style-type: none"> • A separate house points system for KS1 and 2 children appropriate to their age • Prizes to be awarded at the following intervals only, but the 	<p>*Request for suggestions to be considered by Mrs Crawford.</p> <p>*Request for suggestions to be considered by Mrs Crawford.</p>

	<p>treasure chest prize to be more significant than now.</p> <ul style="list-style-type: none"> - 10 points - e.g. raffle ticket - 50 points - e.g. treasure chest qualifying gift and MM message home - 100 points - e.g. golden time <ul style="list-style-type: none"> • Parents to be provided with class chart log ins to view progress made towards achieving house points. <p><u>Sanctions</u> Members did not have access to current sanction systems used by the school.</p> <p>There was a suggestion for this information to be made available to members at the next meeting.</p> <p><u>In the mean-time suggestions were made regarding the following</u></p> <ul style="list-style-type: none"> -Details of the coloured zone system to be communicated to parents. -Sanctions should be sufficient enough to instil within children a sense of fear of receiving consequences. -Year 6 sanctions to mirror those used at secondary level to help transition to secondary school. 	<p>*Sanctions to be included as part of the agenda for the next parent forum meeting</p> <p>*Sanction information to be communicated to parents (to be included in the useful information booklet issued to parents at the start of each academic year)</p> <p>*Request for Year 6 sanctions to be different to those issued out to other year groups.</p>
<p><u>AOB</u></p>	<p>The following items were discussed as part of AOB</p> <ul style="list-style-type: none"> • A request was made for scooters/bikes to be completely banned from the school grounds with the scooter and bike park to be re-located? 	<p>*Request for feedback from Mrs Crawford regarding all questions raised as part of AOB</p>

	<ul style="list-style-type: none"> • Could the potential for different entrances to school to be considered? • Should rewards be issued out to children who have been on unauthorised holidays with parents/guardians? - What message does this give out to other children • Attendance prizes - is consideration given to children with particular circumstances beyond their control that prevents attendance to school? 	
<p><u>Agenda items for next meeting</u></p>	<ul style="list-style-type: none"> • Feedback from Mrs Crawford re: proposals/action points from this meeting 10/10/2018 • Sanctions • Parents evenings • Increasing parent forum membership • Social Enterprise project • Any other item suggested by M Crawford • AOB 	<p>*Feedback to be gathered from M Crawford in preparation for next meeting</p> <p>*A next meeting date is to be set and confirmed for prior to the end of the Autumn Term 2018</p>