

**Minutes of the Parent Forum
Adisham CE Primary School (Microsoft Teams)
Wednesday 12th January 2022 at 09:15**

Item No.	Item	Minutes	Action Points	Action by Who
1.	Welcome/Present	Mrs Sam Cummins (Headteacher/chair) Mrs Sarah Partridge (Trust Safeguarding Lead/minute taker), Nicola Purcell, Sarah Sequenza, Simon Stanley, Elizabeth Collins and Alexandra Weare – Microsoft Teams.		
2.	Apologies for absence	Gill Clipstone		
3.	Matters Arising from previous minutes 10/11/2021	<ul style="list-style-type: none"> • SC to send child friendly online policy version to PFM – Achieved • SC, SP AND EC - Online safety advice and support information to parents via WEDUC – Ongoing • SC & EW Christmas dates to be confirmed and parents to be given notice via WEDUC – Achieved • SC & EW Christmas Nativity - confirmation on numbers, tickets to be provided and ascertain who will video this. All class teachers to check all pupils consent forms - SC & EW – Achieved nativity was videoed. • Reminder to all staff, pupils and parents regarding Covid, sanitation and social distancing – SC & EW – SC updated that she had spoken to Public Health England yesterday due to a rise in Covid cases and they advised to continue with ventilation and sanitising as usual but advised that there is to be no indoor PE. SC advised that those classes doing dance and gym this term will convert to outdoor PE. Packed lunches will have their lunches in their classrooms. Snowdrops and Buttercups will eat in the hall together due to the small number. 		

4.	Board of Directors request:	<p>Your child's progress - <i>"How do you know your children are making good progress? How does your school communicate about progress? What do you do if your child is not making good progress?"</i></p> <p>PFM commented the following:</p> <ul style="list-style-type: none"> • Termly reports, notes in homework book and reading record book • Exceptional work or progress – Head Teachers Award to recognise the achievements • Good communication with the class teacher as well as for some with the TA's • WEDUC • When home learning – teachers would approach parents as well as parents approaching teachers about concerns • Reports are good however discussion was had on the class teacher reports including strategies and ideas for parents to work with the class teacher and TA on improving progress. Reports contain information on attainment levels – PFM would like to see a section on effort grades/comments in core subject as well as a suggestions section on how to support their child. <p>A number of comments were made regarding SC being very accessible and involved in everything however EC advised that it needs to be reinforced that parents are to go to the class teacher and not directly to the head teacher. All agreed and acknowledge they tend to go to SC instead of the teacher because she always makes herself available.</p>	<p>Reports – Effort grade section and support strategies section added</p>	<p>SC</p>
5.	Adisham CEP Vision	<p>SC to share the current Vision and how the school is looking at developing this.</p> <p>SC asked the PFM – What is the school vision? – No response.</p> <p>SC read the following vision to all:</p> <p>At Adisham CEP we are driven by our deep rooted Christian commitment to the children's well-being and education. We want to develop a safe and exciting environment where all God's children flourish through opportunities and collaboration in a nurturing environment to become lifelong learners.</p> <p>S. Stanley advised a vision statement needs to be shorter (works in this area). Discussed using acronyms including the school values. SC and EC have met with staff and school council and will</p>	<p>Meeting to take place in Feb 2022 with Rebecca Swansbury from the Diocese</p>	<p>EC, SC & SS</p>

		<p>be taking the feedback and ideas with Rebecca Swansbury from the Diocese in Feb 2022. SS invited to join this and accepted. The vision needs to be child friendly and maybe pictorial. SC stated that the vision was written 4 years ago and it is time to update it and make it more child friendly.</p>		
6.	Queen's Platinum Jubilee	<p>Initial planning stage to possibly involve the school and Parish communities. SC invited all to share. EC advised that the parish would like to be involved. All agreed. EC shared the recent parish council meeting from a church perspective. Action from the meeting was that the parish would like a community working group to include, SC, Parish Council, parents and the school. EC stated the perception of the parish council (not her view) is that the school are not very involved in the community. SC stated this saddens her to hear this and that she felt Covid has caused this as the school have not been able to be more involved. PFM also agreed commenting that they are not sure what more the school can do. Parish council commented that staff were not at village events. SS commented that Snowdrop Class had decorated the village tree this year. NP stated she is not sure what more the school can do given the restrictions of Covid. EC advised the Summer Fayre will be at the rec this year suggesting the school hold a stall or do a dance etc. SC agreed and will be mindful of this.</p> <p>SC agreed to join the committee group. NP advised she is also happy to join.</p> <p>Adisham Parent Association (APA) lead by Becky Cave – to be consulted</p>	<p>Email Jean Swan Clerk – Parish Council Contact made with the APA</p>	<p>EC EC</p>
7.	AOB	<p>SC advised that Gill Clipstone will be stepping down from the parent forum as she has recently secured a new job and cannot commit. SC would like to thank Gill for her time and input and all wish her well in her new job. SC advised S. Brinsmead class teacher will advertise in the class newsletter inviting parents to join the parent forum.</p>		
8.	Date of Next Meeting	Wednesday 16 th March 2022 at 09:15 – Adisham C E Primary School		