



Dormansland Primary School Parent Forum



Date of meeting: Thursday 17th March @ 7pm (virtual)

Date of 2nd meeting: Monday 21st March @ 2.15pm (face to face)

Present: 17.03.22: Sarah Stokes (HT) Lauren Collins (Y5) April Windsor (YR)
Natalie Wahlers (Y6) Claire Latimer (YR) Lisa Herpe (Y3)
Keith Coleman (Parent Governor)

21.03.22: Cancelled due to HT illness – questions from remaining year groups submitted by email and responded to in these minutes

Year group		Discussion points	Who	Agreed actions
All	1	Welcome – Keith as Governor introduced himself to the forum group Apologies – Sarah Christopher		
SS	2	<p>Actions from previous minutes: 01.02.22</p> <ul style="list-style-type: none"> New events booklet ✓ <i>New booklet will be produced for next term</i> Letter to parents re Topaz parents' waiting area – <i>still not sent</i> Provide further updates on High Street ✓ <i>February newsletter & SS shared details of recent walk through the village with local councillors, residents and community policing team. Joint report produced for Surrey Highways and sent with report from the police, arguing for all signage to be reinstated and a proper crossing be installed outside the shop. Now waiting for response from Surrey. Possibility also being explored for having speed signs made using children's artwork to encourage drivers to slow down through the village.</i> Commonwealth Games event for the summer term – <i>in discussion</i> <i>Has Marvellous Me improved? – yes, but notifications not always working so parents don't always know they have a new message.</i> Ensure PE is happening twice a week in Miss Carter's absence ✓ Speak to cover teacher re card – <i>Miss Carter now back</i> Contact drumming teachers ✓ Ensure emails are being forwarded in a timely manner and thumbs up cherry is sent out – <i>has this improved? Yes!</i> Where children are 'free readers' ensure parents are clear about how Bug Club will work for them ✓ <i>Ms Cooke's presentation, newsletter updates, focus for next year, especially as children move into KS2, monitoring of usage of online resources – class teachers and subject leads have the ability to do this for each aspect of our increasing suite of online educational programmes.</i> Work with parent governor to improve communication – <i>ongoing. Parents feel there are too many channels of communication available,</i> 	<p>SS Summer term events booklet</p> <p>SS Discuss with GS to see if this is still needed</p> <p>SS Instructions for reactivating notifications to be sent out</p> <p>HC Bug Club resources – how can parents communicate with teachers about online resources?</p> <p>Whats App grps Encourage parents to be using the online system</p> <p>HC/ FD Connections between Bug Club system and 'real books', eg in libraries?</p> <p>SS/ KC Look at existing communication systems and how better to use them for greater clarity and efficiency</p>	

		<p><i>and wonder if these could be streamlined to 'cut out the background noise'? It can be confusing to know what information to find where.</i></p> <ul style="list-style-type: none"> Catering petition – <i>two parents have offered to work on this – link to key strategic themes about 'No-one left behind'.</i> Speak to Hurst Green re catering provision ✓ <i>Not viable, but now talking to two other local providers</i> Summer term clubs list ✓ <i>Currently in production</i> Research noticeboards for outside area ✓ <i>Raised at last PTA meeting and now being investigated</i> 	KC	Send SS links from Surrey's Organisation Strategy document
	3	<p>Parent Wellbeing Survey</p> <ul style="list-style-type: none"> Bouncetogether survey – <i>circulate generic survey for comments initially from PF – if we're happy with the questions, then we can use with parents, or choose to design our own via Survey Monkey.</i> 	SS	Circulate survey to Parent Forum members after 2nd PF meeting
All	4	Parent items raised through class representatives		
		Year R <ul style="list-style-type: none"> Parents registered their thanks to Miss Andersson as they felt really positive about her annual reports. Communication re Ukraine was well received regarding what is shared with the younger classes 	SS	Pass this on to Miss Andersson
		Year 1 <ul style="list-style-type: none"> Some of the children in the class are being a bit rough with each other at playtimes - request for staff to monitor the situation. <i>All staff, including midday team, are aware of the physical play that some of the children in this class engage in outside. This is closely monitored and dealt with according to the school's behaviour policy and procedures.</i> Size of school bags is an issue, due to not being big enough. Would it would be possible for them to have rucksacks? <i>These were changed due to the lack of storage space in corridors when the children are in school. Having 30 rucksacks on pegs is a safety hazard. The children should not need to bring large bags with them each day, especially in KS1.</i> 	SS	Reminder about bag sizes and what children should be bringing to school
		Year 2 <ul style="list-style-type: none"> Bug Club. Could you explain the difference in level assessments for online bug club books and the physical books and why this hasn't been explained to the parents before now? <i>The levelling does match between online and with physical books, sometimes due to the number of books we have in school, the child will take another sub level from that colour or a book which is the correct colour but is not a bug club one; but is one which we have matched to bug club levelling.</i> Also can you ask about the availability of bug club books? Are there issues with stock? New books are not being released regularly enough to keep up with 1 a week expectation. Also the policy on misplaced books, after a period of time can you pay for a replacement to get the phonics matched books again? <i>Change over day for the physical bug club books in Reception and KS1 is on a Wednesday. However if the child does not bring the book in on this day, we do endeavour to give them one on Thursday or Friday when the book returns. We keep a running record of when they are returned to ensure all children receive one physical book to accompany the online books.</i> <i>Unfortunately, due to the current subscription we only have online books to lime B available, this is something we are looking into but money is of course our biggest restricter.</i> <i>Both the local authority and the PTA have funded additional Bug Club resources for the school this year, but this will continue to be a priority when we look at our curriculum budget for next year.</i> How are Bug Club reading levels assessed? <i>The children have comprehension assessments temply, to ensure all aspects of reading is progressing not just the word decoding.</i> 	SS	Seek further funding opportunities to increase Bug Club resources
			KS1 team	Parent workshop next year on the teaching and assessment of reading

		<p>Year 3</p> <ul style="list-style-type: none"> • School fund system? Scopay? • Possibility of sponsorship of certain items? 	SS	Governors to take this up
		<p>Year 4</p> <ul style="list-style-type: none"> • Some concerns raised over inadequate communication about Hindleap. Many didn't know exact drop off or pick up timings for the trip until the week before, or that parents needed to transport the children to and from the site. Had been told that a letter would be coming out, but this didn't materialise. • Similarly new parents this year have raised a similar issue about communication around the forest. Not being informed by the school of arrangements until the week of the forest trip. 	<p>SS & MC</p> <p>SS</p>	<p>Review communication for all trips in 2022-2023</p> <p>Re-issue Ashdown Forest leaflet for next year, and ensure new parents are given a copy when they first arrive</p>
		<p>Year 5</p> <ul style="list-style-type: none"> • No questions 		
		<p>Year 6</p> <ul style="list-style-type: none"> • Football tournament – opportunity to practise beforehand? Girls still loved it! • Y6 sleepover or end of year party - currently under discussion • Windmill Hill – unsure about activities. Can they know their roommates beforehand? Staffing? 	KW	Circulate activity information to parents and confirm staffing
All	5	<p>AOB</p> <ul style="list-style-type: none"> • Mrs Lowe is retiring after 28 years at the school. Her last day in work will be April 29th. 		

Date and time for next meeting: TBC via a 'Doodle' to class reps. It was agreed that these would be a combination of morning, afternoon and evening times across the school year.

March 2022