

**ASTON CLINTON SCHOOL  
PARENT FORUM MEETING**

**Date:** Friday 27th September 2019 – 2.00 pm

**Attendees**

Carol Macdonald, Acting Headteacher  
Carole Green – Chair of Governors  
Hazel Pitt – RCS  
Stephanie Young - RSR  
Sarah Pinkstone – 1PH  
Jude Bissert – 1BB  
Kelly Hickson – 2HH  
Emma Bryne – 3VF  
Sarah Marsh - 4SB  
Clare Edmonds– 4VF  
Arpana Valji – 5GW  
Kirsty Davis – 5CB  
Marie Lloyd – 6MW

**Apologies:**

Corinne Bonnett- 2JS  
Dawn Roberts – 3GH  
Anna O’Leary – 6HP

**Welcome**

Mrs Green welcomed everyone to the meeting and introductions were made for the benefit of the new members Hazel Pitt – RCS, Stephanie Young – RSR and Jude Bissert – 1BB.

The Minutes from the last meeting on 12 July 2019 were agreed and had been published on the School website.

**Actions and issues raised at previous meeting:**

1. Last minute changes to lunch menu – would parents like to have a message sent via school comms if there was a change of menu? Everyone agreed they would like this.  
Mrs MacDonald explained that sometimes menu changes were made due to wastage i.e. a lot of food is seen to be thrown away and it was unfortunate if that happened to be a favourite for a child.
2. After School Clubs contact arrangements – being discussed by local Liaison Group. Mrs MacDonald had spoken to some other schools to see what arrangements they had in place. If a club is run by an external provider, then their number will be the contact number given to parents. if the club is run internally then children will be sent to the office at the end of the club. If there is a change of person picking up a child and that is advised to the Office before 4 pm, the external provider will be advised. There will be an adult in the office block until all children are collected. The rule is that children should wait in the Office until collected.
3. Reception and Year 1 class reps – the new reps had joined the Parent Forum.

Mrs MacDonald to arrange

<p><b>Updates</b></p> <p><u>Feedback on new start of day and end of day arrangements</u> – Mrs Macdonald explained that the soft start of day procedures had been tightened and asked for feedback on the change. Feedback was:</p> <ul style="list-style-type: none"> <li>• This year was much better for Reception at the start of day</li> <li>• Staying reading stories was not working</li> <li>• Was there any advice for settling your children when one in Reception and one in Year 2? If the Year 2 child was anxious Mrs Macdonald recommended that the parent spoke to Mrs Astle or her so they could explore why the child was anxious</li> <li>• What if a parent had 2 or 3 children to bring to school? The older children were able to walk through the school to their class. It was safe to leave a child in the playground from 8.30 am as Mrs MacDonald and Mrs Garraway are on the playgrounds from that time.</li> <li>• The transition from Barnowls and school was being reviewed and feedback welcomed. Reps said that this was working well.</li> <li>• If a child was worried they should go to the office and wait there and the parents would be contacted.</li> </ul> <p><u>Virtual learning platform - DB Primary</u></p> <p>Mrs MacDonald and Mrs Beer, Governor, had seen a demonstration and the system was very impressive however it was expensive so further research was needed to ensure it was value for money. Class Dojo was not suitable as it was not GDPR compliant.</p> <p>What was Tapestry? That was an assessment tool to record children’s progress in Reception.</p>	
<p><b>Main focus: actions/updates on issues raised prior to the last meeting</b></p>	<p>Action by:</p>
<p>1. <u>Parking at start and end of school day</u></p> <p>The parking issues have been highlighted in the Friday Flyer and Bill Chappell, Local Councillor, has offered support. Incidents have been reported where parents have been abusive when asked to move and park safely. Mrs MacDonald stressed that she would rather people parked safely and their child be late to school than risk an accident where a child gets hurt. The police have been contacted and they are to arrange more patrols in around school.</p> <p>Bucks CC have a scheme GO FOR GOLD. Go for Gold is an incentive based scheme developed to encourage children and their parents to use sustainable travel modes for the school journey  <a href="http://schooltravelplanning.com/primary-pupils/go-for-gold/">http://schooltravelplanning.com/primary-pupils/go-for-gold/</a></p> <p>Parents Parking Promise is an initiative which is designed for schools that have particular problems with parents parking inconsiderately around the school. <a href="http://schooltravelplanning.com/parents/parents-parking-promise/#targetText=Parents%20Parking%20Promise%20is%20an,parkin%20inconsiderately%20around%20the%20school.&amp;targetText=In%20ret%20urn%20for%20signing%20the,display%20in%20their%20car%20window.">http://schooltravelplanning.com/parents/parents-parking-promise/#targetText=Parents%20Parking%20Promise%20is%20an,parkin%20inconsiderately%20around%20the%20school.&amp;targetText=In%20ret%20urn%20for%20signing%20the,display%20in%20their%20car%20window.</a></p>	

<p>The School Council is going to investigate this.</p> <p>Other ideas suggested were a Lollipop person, banners outside school, showing the children where parents should park. Mrs Macdonald would seek police advice regarding taking photos of bad parking and sending to the police.</p>	Mrs Macdonald
<p>2. <u>Communication: Star charts (Behaviour Policy)</u></p> <p>Mrs Macdonald explained that the Behaviour Policy had been reviewed and the principles of restorative justice used to encourage more positive outcomes. The policy was with the school council for review, then it would be circulated to Parent Forum reps for feedback.</p> <p>Year 1 parents asked for clarity regarding rewards. That was included in the policy and had to fit the needs of the children. There was some concern that 'good' children might not get recognition as they were always well behaved. Pupil voice was being sought and the output would be shared for feedback.</p> <p>What was happening regarding Jelly Beans? They were not out on the infant playground. Training was slightly behind but underway with a meeting on Monday. Jelly Beans could not go on the playground until the training was completed.</p> <p>The marking in books was not understood – work was being done in English with the SLE and various schemes were being trialled. Reps for year 4 said the first piece of work the children had done had not been marked which had disappointed the children. Mrs MacDonald said work was monitored weekly and training was underway with feedback symbols being developed. Mrs MacDonald would check the Year 4 work.</p>	Mrs Macdonald
<p>3. <u>Morning Reception drop offs</u> – feedback from current Reception parents would be appreciated.</p> <p>4. <u>Reception toilet issues</u> – toilets have been deep cleaned and children have taught about privacy and are doing posters with the rules</p> <p>5. <u>Water bottle policy</u> – cups were not appropriate due to one use only and plastic cups could not be cleaned. The suggestion was that a spare bottle was kept in the child's bag in case of need.</p> <p>6. <u>French lessons</u> – provided from Year 3 to Year 6 and a statutory requirement. Our improvement adviser was expert in this area and schemes of work were being reviewed. Reps said that French had not been shown on the curriculum newsletter.</p> <p>7. <u>Update on spelling and phonics homework</u> – the No Nonsense scheme was being trialled and the spelling policy would be updated.</p> <p>8. <u>Disability awareness</u> – events planned this academic year all shown on the school calendar.</p>	Reception reps

<p>9. <u>Update on Ofsted Inspection Framework</u> regarding curriculum – training is scheduled for November. Topics were being reviewed by the School Council to go into the design of the new curriculum</p> <p>10. <u>Update on school website</u> – photographs of staff were being consulted on, however safeguarding of staff had to be considered.</p>	
<p><b>Focus: year group feedback and other feedback</b></p>	
<p><b>Reception</b></p> <ul style="list-style-type: none"> <li>- The timing for the school photographer was changed, why? The school was governed by how quickly the photographer worked and for the first time ever all photos were completed on one day. An apology if that has caused any upset. In future parents would be advised that this might happen.</li> <li>- Only one parent per family had received the email regarding confirming contact details. If both parents wanted to receive all emails, then please advise the Office.</li> <li>- Set up in reception at start of day was flat. Mrs Macdonald assured Reps that the books are removed at 8.45 and the activities are brought out. Both classroom areas are used for free play for all the children.</li> </ul> <p><b>Year 1</b></p> <p><b>Year 2</b></p> <ul style="list-style-type: none"> <li>- the day for spellings had changed from that advised to parents. A homework timetable would be sent to all parents next week.</li> <li>- Lost items – if item has a name on it will be returned to owner</li> <li>- Could an acknowledgement to emails be given? An auto response had been considered however the tone might not be suitable. Mrs MacDonald said that quality education was the priority for teachers and she would write to parents to clarify expectations. Emails to teachers have to go via the Office and working to respond within 48 hours.</li> </ul> <p><b>Year 3</b></p> <p><b>Year 4</b></p> <p><b>Year 5</b></p> <ul style="list-style-type: none"> <li>- What is the situation regarding the class teacher cover as aware that she is leaving at half term? Mrs MacDonald stressed that the paramount importance was the children and there would be a teacher in place for the class.</li> </ul> <p><b>Year 6</b></p> <ul style="list-style-type: none"> <li>- Should the meeting be split into 2, one for KS1 and one for KS2? Reps discussed this and it was agreed to continue with one meeting. Feedback on today's meeting was there had been a good structure.</li> <li>- Feedback on the food was it wasn't very good. Reps felt that quality was reasonable considering and Mrs Macdonald quality checked food each day.</li> <li>- Why was the Headteacher tweets only adverts. Mrs MacDonald needed to get the school account password from Mrs Shepherd.</li> <li>- A child had run out of the junior playground today as the gate had not</li> </ul>	<p>Mrs Macdonald</p> <p>Mrs Macdonald</p> <p>Mrs Macdonald</p>

been shut. Thank you for raising, this would be raised with staff	
<b>Next meeting: 22 November 2019, 2.00 pm</b> Agree main focus agenda item	