

**ASTON CLINTON SCHOOL**  
**Parent Forum Agenda**

**Date:** 7<sup>th</sup> June 2019

**Attendees**

Helen Shepherd, Headteacher  
Carole Green - Governor  
Sarah Pinkstone – RBG  
Corinne Bonnett- 1SR  
Kirsty Davis – 4JS  
Gavin Collis- 6HW

**Welcome**

- Minutes from 25. 4.19 were agreed

**Update on issues raised at previous meeting:**

- Vision statement and strapline

Feedback was that the strapline was well received as was the vision statement. The main focus of parents' questions was what the vision statement would look like in practice. Mrs Shepherd said that the vision statement, now it could be agreed, would form the basis of strategic school decisions in the future. It would also be a large consideration in the review of the curriculum we are doing next academic year e.g. does our curriculum engage children to 'dream big'? How do we inspire children and what do we inspire about?

It was noted that the pictures / photos in the vision statement are a little misleading and could be replaced with examples of our children. Mrs Shepherd agreed as the photos used had just been illustrations and the plan had been to use photos of our school.

It was suggested that a meeting for parents in the future to explain how the vision was being actioned would be useful.

- Dates for future meetings were proposed as:  
12<sup>th</sup> July 19, 27<sup>th</sup> September 19, 22<sup>nd</sup> November 19, 31<sup>st</sup> January 20, 20<sup>th</sup> March 20, 15<sup>th</sup> May 20, 3<sup>rd</sup> July 20.
- Reps were asked if they would be happy to trial a new app that enables the data collection sheet to be reviewed on line. This would help prevent data breaches under GDPR. Those present agreed. All reps will be invited to trial the app.
- Relationships, Sex Education policy- this will be shared with parents and reps were made aware in case parents responded to them.

**Main focus: communication**

Actioned by:

Lots of discussion about the small communication issues that cause parents issues: When verbal message given to the younger children, it would be appreciated if an email was also sent to parents so they are clear what the original message was and also get it in a timely manner. It was agreed that giving verbal messages to the children was important as they needed to develop the skills of passing information on (secondary school relies on this communication method). However, it was noted that the younger children were not always very skilled at it and so parents would appreciate hearing from the school too.

Mrs Shepherd

Year 4 raised the issue of knowing when homework was not going out on the day it was normally set. This would enable them to plan it in around out of school activities. Mrs Shepherd would take this idea away and consider the practical implications around how this could be done without distracting teachers off their main duties.

Mrs Shepherd

There was discussion about using the School Gateway to give spelling and tables test scores. Mrs Shepherd said this was not possible as the software behind School Gateway would not

<p>do this. However, the school is developing a Virtual Learning Environment (VLE) over the next year which could have a facility to share homework on line and other results</p> <p>It was noted that year 4 were now doing French, but it was not on their curriculum newsletter. Mrs Shepherd said she would let staff note this omission.</p> <p>There was a lot of discussion about staff reading emails from parents during the school day. Mrs Shepherd said that she would never expect a teacher to read emails during lesson times. As they can have meetings at lunchtime or after school or be on duty during the day, if sometimes meant teachers did not see their emails until the next day.</p> <p>The process in place already is for parents to send an email directed to the teacher in to the school office. This ensures it will be seen by office staff and passed on to the teacher's email box. If the office staff see that an email needs urgent attention, they will alert the class teacher verbally or pass it on to a member of staff who is out of class to deal with.</p>	<p>Mrs Shepherd</p>
<p><b>Focus: year group feedback</b></p>	
<p>Rec- Year 1- Year 2- Year3- Year 4- Year 5- Year 6-</p> <p>Due to the limited number of reps and the fact that there had been a lot of discussion about communication issues, there was no other year group feedback. Next meeting there is no main focus to enable more feedback on specific year group issues.</p>	