



1 Worrall Drive, Wouldham Kent ME1 3GE  
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Headteacher : Mrs Victoria Baldwin BSc (Hons) NPQH

## Parent Forum Minutes

Date and time: 25<sup>th</sup> January 2024 @ 2pm

### Attendees:

Staff: Mrs Baldwin (Headteacher), Mrs Hardie (FLO), Mr Wyatt Hughes, Mrs Russell  
Parents: Mrs Belcher, Mrs Lew, Mrs Brind, Mrs Kearns, Mrs Conway, Mrs Obafisoye, Mrs Burgess, Mrs Rac

Apologies: Mrs Hill

TOPIC	MINUTES
Introductions and agree terms of reference	Completed
Review minutes from previous meeting	<ul style="list-style-type: none"><li>• Barrier purchase for disabled parking – this is in hand with the caretaking staff</li><li>• Shared behavior policy on screen and requested all take a look on website</li><li>• Snacks/water – no issues raised since discussed with teaching staff – asked to consider allowing a protein snack i.e. cheese as an alternative to fruit/veg</li><li>• Confirmed that only Year R go off site for outdoor learning/Forest School. All other year groups stay onsite for outdoor learning.</li><li>• School improvement plan highlights shared, will be made into a one page sheet to put on website.</li></ul>
OPAL UPDATE	<ul style="list-style-type: none"><li>• Shared update on Opal project which has been paid for by the PTA. The vision is for a sandpit to be created big enough for a whole class. Donations from parents for items will be sent out in due course. Suggestion to see if school can be added to the Tesco donations and possibly raising money by packing customers shopping (we have done this in previous years).</li></ul>

TOPIC	MINUTES
Class queries	<ul style="list-style-type: none"> <li>• Q: How were peer mediators and behavior ambassadors chosen? A: Speak to Mrs McGill for clarification.</li> <li>• Q: 2 of the minibuses have been sold. Where has the money gone from these and what is the reason for sale? A: The minibuses were costing an enormous amount to maintain. We still have 2 buses and can use the Nexus bus if needed. The money has gone back into school funds to pay for curriculum. We will still use buses to go to residential/forest school/swimming etc.</li> <li>• Q: Parents concerned that if their child has a packed lunch from home they are not eating it all. A: Any parents concerned about how much their child is eating should contact the school office so Mrs Platt and the team can keep an eye.</li> <li>• Q: Parents concerned that no transition sessions happened last year for settling into new classes. A: Transition sessions did take place last year. In addition teachers went into children's classes to observe prior to the transition sessions. We plan to have more settling in sessions this year.</li> <li>• Q: Year 2 pupils seem to have less rewards/certificates than they did in years 1 and 2. A: We will investigate this. In addition any concerns can be emailed to family leads if needed.</li> <li>• Q: Some parents concerned that they are not receiving all the school texts. A: Please remind ALL parents to delete the Eduspot APP. This blocks school texts. To access Eduspot use <a href="http://www.eduspot.co.uk">www.eduspot.co.uk</a>.</li> <li>• Q: Will Judo club start again? A: We will discuss this with Mrs Jarvis-Baker.</li> <li>• Q: Can parents have more notice of Show N Share events? A: We will plan all Show N Share events for the rest of the academic year and will share these in due course.</li> <li>• Q: Would school consider after school music lessons? A: We will speak to Andrew Parry music to see if this is possible.</li> <li>• Q: Would school consider entering the Young Voices event? A: We will speak to Mr Trevallion about entering next year.</li> <li>• Q: There was a crush at the gates one morning when gates were late being opened. A: It would greatly help if parents could stand away from the gate openings to assist us when the children enter the school. Also parents with dogs to be aware that some children are frightened of dogs.</li> <li>• Q: A couple of children had expressed concerns that there is a gap in the fence near the astroturf. A: There was a gap earlier in the academic year but this was fixed by the caretaking staff. We will ask them to ensure there aren't any more gaps.</li> <li>• Q: Can more information be sent out regarding the Bewl trip? I.e. timings etc. A: Further information will come out in near future.</li> </ul>
PTA	<p>More members are needed for our PTA. There will be an after school meeting very soon for interested parents to get more information. Please advise all parents that unless more support is gained the PTA will not continue and this will be a terrible shame and have huge financial implications for the school.</p>

## Agreed actions

ACTION	BY WHOM
Advise on whether cheese/protein snacks are allowed for break.	Headteacher - asap
Request list of donations to assist with Opal project.	Headteacher – term 4/5
Post School Improvement Plan information on Website	Headteacher
Advise dates of transition sessions for next academic year classes.	Headteacher – term 6
Look into club offers	Office Manager/Teaching staff
Give more notice of Show n Share events	Headteacher
Ask if private music lessons after school can be arranged.	School office via Andrew Parry music
Apply for Young Voices event for next year	Headteacher / Music Lead
Check boundary fencing for any gaps	Site team
Send further information about Bewl trip	Mr Wyatt Hughes - asap

Date of next meeting: Term 4 tbc