**Loudwater Combined School**

**Parents Forum Meeting Minutes**

**Date of Meeting:** 25th March 2014 @ 7pm.

**Attendees:** Clare Cunnington, Larissa Bashir, Paul Randall, Amanda Pierce Collinao, Zoe Green, Kelly Greenlee, Christina Da Silva, Barbara Robinson, Justine Railton, Jackie Olcott, Belinda Welland, Debbie Sarl, Victoria Ashraff

**Apologies:** Steve Andrews, Donna Floyd, Paula Wakelin.

**Chaired:** Clare Cunnington (CC)

**Minutes:** Larissa Bashir

**AGENDA**

* Welcome & Apologies.
* School Information
* Governor Information
* FOLS information
* Feedback from class representatives (if any)
* Attendance and Punctuality
* Results of the Communication Survey
* School Uniform
* Lunchtime arrangements
* Proposals for “FOLS lottery”
* Railings at the crossing point on Kingmeads Road
* Second hand uniform “shop”
* Items for next agenda
* Date and time of next meeting
* Any other business (to be notified at the start of the meeting

**School Information**

An update of School Information was provided by Mrs Cunnington – There has been a focus week in school on “Story Telling”. At the start of each morning the children were read to – this has proved very successful and will be repeated.

Shakespeare Week – focused on Midsummers Night Dream and was very successful and enjoyed by all the children.

Class Assemblies – All year groups carried out a school assembly which was enjoyed by both children and parents.

The school choir has performed at Wycombe Swan as part of Energize.

School Trips – Year 6 visited Hazzard Alley and Year 4 visited Sewage Works in Slough.

Many children participated in Sporting Events such as Netball, Football Tournament, Hockey. Cross Country Event and KS1 Athletics and Multi Skills as well as children participating in the Sports Relief walking/running a mile.

Within school there has been a firm focus on preparing for the implementation of the New National Curriculum along with accelerating progress in writing through a range of opportunities.

**Governor Information**

The Governors have met recently at various meetings – a Full Governors Board Meeting, Finance, Personnel & Premises, Curriculum & Admissions and Raising Achievement Committees. In addition the Governors have attended Parents Evening and visited their relevant class in school. Governors also continue to attend training courses.

**FOLS information**

**Proposals for “FOLS lottery”**

There is a FOLS Lottery proposal open to all parents, grandparents, friends and carers, all parents who attended said they would be willing to participate.

Funds have been spent on Outdoor Equipment for the whole school.

A disco was organised by FOLs along with an Easter Competition. Some members of FOLS are also planning to run in the Wycombe Half Marathon on 20th July. Children will be encouraged to participate in the Fun Run around the Rye at the same time.

There is a request for some funds to be spent on providing t-shirts for Cheerleading/Netball.

The Summer Fete is to be held on Saturday 5th July and there is a meeting to be held on 29th April – Anyone is welcome to attend – please contact a member of FOLS to confirm your attendance. The general FOLS meeting is to be held on 6th May.

**Feedback from class representatives**

* Homework – An issue was raised that some parents felt that marking of homework was inconsistent – this is going to be discussed with Staff and reported back to parents at the next meeting.
* Reading – Again this was noted by some parents regarding the allocation of house points after a child has completed their reading diary – This is going to be discussed with Staff and feedback will be reported back to parents at the next meeting.
* Lunchtime – It was noted by some parents that some children felt they did not have enough time to eat their lunch and were leaving food in their lunchboxes. CC assured the parents that children do have enough time to eat and for the slower eaters they able to move to another table during the lunch break and they were always encouraged to eat all their lunch. CC mentioned that she would ensure that KS1 children were always on time for lunch and would monitor the situation with lunchtime supervisors. CC was keen to address these issues especially as it will be a statutory requirement for children in KS1 to be provided with a “hot meal” – CC will report back on this to all parents as soon as further information is available from County.

**Attendance and Punctuality**

Overall attendance and punctuality in the school is generally good – unfortunately it is often the same children who have poor attendance and are continually late to school. It is important for all children to be at school at 8.55 ready to start their lessons promptly at 9.00 am.

* Attendance – It is imperative all children regularly attend school. An attendance spreadsheet was available which demonstrated that 90% attendance over five years means missing one half of a school year. CC advised they are looking at trends and offering support to children who may have a low attendance record and speaking to parents directly.

As from 1st April 2014 the Buckinghamshire County will prosecute for un-authorised leave from school in term time.

**Communication Survey**

The results of the communication survey were handed out and it was noted that parent valued the weekly newsletter and messages via text. One parent’s suggestion was that all parents could be text when the Lollipop Lady was not available to cross the children.

**School Uniform**

It was noted by some parents that some children were not wearing the regulation school uniform, CC has addressed this and will be monitoring. Parents have suggested selling Second Hand School Uniform and CC advised this was a good idea but due to lack of storage in school this would have to be run by parents.

**Railings at the crossing point on Kingsmead Road**

Some parents have requested the current railings on the bridge side are lengthened, CC can provide a name at the council offices to put the case forward.

The Lollipop Lady has also requested that all children/parents cross at the correct points and not between the cars.

**Date of Next Meeting**

Tuesday 20th May at 7pm and 9.30 am on Wednesday 21st May