



Parent Forum Meeting

1st March 2024 – 9am

Mrs S Waller, Mrs S Leaf & Mrs S Sterrett

Minutes of the St Nicholas Parent Forum meeting held at the school

Prior to the meeting, the date for the parent forum meeting was sent out on the January newsletter with reminder text messages, inviting parents/carers of all children to attend.

29 Parents in attendance

1. Introductions

Mrs Waller welcomed parents to the parent forum meeting. Mrs Leaf (Head of School) and Mrs Sterrett (Administration assistant taking minutes) were also in attendance. Mrs Waller then welcomed parents to raise any topics they wish to speak to us about within an open agenda. If this was something they didn't want to raise within the meeting, they were welcome to stay behind, pop in any time or contact the school afterwards.

The meeting was opened with congratulations from a parent about our recent Ofsted inspection and congratulations to the school and staff on the outcome. Mrs Waller shared how proud the school, staff, Governors and Trust are of the outcome for St Nicholas, and that we have a fantastic foundation for improving in the future.

2. Points for consideration

2.1 School Tuckshop

A parent raised the subject of the school tuckshop and if this was encouraging healthy eating, given the choices of products on offer there, and if this was in line with the other healthy eating education programmes for school meals and packed lunches. Mrs Leaf explained that the children in Year 5 were participating in the 'Make £5 Blossom' enterprise scheme and that the children conducted a consultation via the school council to see what the children would like to buy from the shop.

Action – To put a limit of items or a money cap in place to prevent children buying numerous items, along with looking at which items might be sold via the tuckshop and could be offered as a healthy alternative.

Parent Feedback A Year 5 parent shared feedback on the recent VR workshop, which had visited the school the previous week. The children had really enjoyed this as a successful alternative to an eternal school visit.

2.2 Communication

A parent asked for clarification on how best to communicate with the school if their child was unwell and they needed to check on them during the school day. Mrs Waller explained that during school hours, if not able to speak with staff on the door, at the start or end of the school day,

parents should contact the school office in the first instance and that the office staff would liaise with or pass on messages to teaching staff, if they are unable to respond at the time. Office hours when a member of the admin team would be available to speak to, being **8.30am – 4pm**. There may be some instances when teaching staff were not available at the end of the school day due to meetings or work procedures, which must be completed before they can leave the site for the day. Messages to teachers on class Dojo outside of their working hours / in evenings etc. would most likely not be replied to within the structure of their work life balance. However, school would always endeavour to respond to messages and queries as soon as reasonably possible. Some year groups also have their own parent WhatsApp groups and this may be useful and informative for some parents to be able to check with others. These groups are not set up or monitored by the school.

Resolved Any previous issues with text messages via Teachers2Parents for non-uniform days has been clarified by the SchoolMoney support team, as messages were not sending to siblings using the 'All Students' selection, due to a duplication of the contact number. Going forward, children will be selected on a class-by-class basis.

Parent Suggestion Could we also investigate if parents are able to pay for SchoolMoney items via Apple or Google pay, as this doesn't show in the payment options.

2.3 Attendance

Mrs Leaf wanted to share the success of the attendance incentives, both the class non-uniform days and the whole school reward days for discos, craft afternoon and prizes. The school has had over 96% attendance most weeks, which puts us above national and also the best within HET. We hope that this will carry forward through the Spring and Summer terms with the days becoming lighter and brighter and with less winter illness.

There has been recent media coverage on the importance of attendance and there will be more cases when parents will be fined for non-attendance and unauthorised absence, with increases to the amount which parents will be fined (per parent). St Nicholas will not authorise absences for minor ailments such as coughs and colds, where children should still be able to attend school and the school will make the decision to send children home if they deem that they are too unwell to stay in class. Children need to leave primary school in preparedness for secondary school and their attendance guidelines. Also, in regard to lateness marks, children who arrive late after 9am received a late mark (L) with children arriving after 9.30am receiving an unauthorised late mark (U).

2.4 School Schemes and activities

A parent spoke about last years 'Picnic & Pitchfork' event for parents to attend and help the school with plants, bedding plants in the school grounds.

Action – Mrs Leaf would like to do this again this year and invite parents back in to help with this project.

2.5 School Uniform

School uniform was also raised as an important area, which St Nicholas needs to improve on as a whole school. Parents spoke about the cost of living and the impact this has on parents' ability to provide school uniform. Mrs Waller mentioned that uniform can be bought from supermarkets and does not have to be logoed. Mrs Leaf also mentioned that we are sometimes able to access supplies of uniform for some families through the 'Cash for Kids' scheme which we have historically been able to redistribute to those most in need. Mrs Sterrett also mentioned the re-

uniform shop, which is run by the community church on Cottingham Road and has supplies of new and second hand St Nicholas / Red uniform.

School uniform, again, is worn to prepare children for secondary school / the world of work, and so that children look and feel the same, creating a sense of an inclusive community. Helping to remove the pressure on parents to keep up with trends and helping to avoid peer pressure.

There should be no exceptions / jeans / coloured tights etc. Shoes should be dark in colour. All items should be worn in line with the school uniform guidance and teachers have slips, which can be given out to remind parents/carers/children of this. PE kits should also be in school all the time and especially on PE days, with children taking this home each half term to be washed etc. This should also be appropriate for cold weather in the colder months.

Action – Uniform letter to be sent to parents. Spare uniform to be kept in school. Text message to be sent out to parents about labelling of uniform and PE items and to check any items brought home in error to find missing items. Parents to aim to support school with this.

2.6 Behaviour

Parents asked for clarification on the reporting of and feedback from incidents in school, such as issues in class or incidents between pupils. Some parents were unsure how or who to speak to regarding such incidents. Mrs Waller explained that speaking with class teachers would be the first port of call, being the staff who would most likely know any details, would most likely be available on the door at home time and could deal with the incidents immediately. Duty staff would also report any playground incidents to the class teacher. If the teacher was unavailable or if the incident is escalated, the next phase would be speaking to either of the Assistant Head Teachers, Mr Turnbull or Miss Barton. Progressing to Mrs Leaf then Mrs Waller.

2.6 Fundraising

Parents spoke about ways in which they could help raise funds for the school and we discussed the recent recycled scheme, implemented by Miss Dale, through which we collect bottle tops, which can be traded in to be recycled and made into outdoor furniture and equipment for use in school. A flyer about this was sent out to parents by email. We would like to look further into perhaps using this to obtain a scooter or bicycle storage facility or shed for KS1/FS2 to use. Younger pupils' scooters are sometimes lost or accidentally taken from the main bike shed and parents asked if there were cameras on this area. Although a camera does not cover this, these should be labelled or marked with pupils names when possible. In the instance a bike or scooter is mistakenly taken by another pupil, the office would send out a message asking for this to be returned. Bikes and scooters are left in the bike sheds at their own risk. We are also restricted as to what equipment we can build or put in place on the school grounds by risk assessments, the use of approved contractors and health and safety procedures.

Another parent suggested useful information on other charities/schemes that may also be able to provide bike and scooter storage. A parent asked if we could set up our own 'Go Fund Me' to help, however, this is not something we are able to do as a school due to the funding we receive from the DfE

Any funds raised by school fairs, activities, Christmas carolling etc. are allocated to the school fund, which in turn is used to subsidise school trips, in house rewards and activities.

Action – Parent to send this information across to the school for us to look into. Also, investigating setting up 'Amazon Smile' as a way for parents to help raise funds.

2.7 Swimming Lessons

A parent raised the provision of swimming lessons and if these could be included in the teaching. Mrs Leaf explained that swimming is on the curriculum and that our pupils do take part in these when they are in year 4, with catch up swimming lessons often put in place at a later date for those children who may need it. St Nicholas may need to look into the addition of new pupils (school admissions) to the catch up session, as they often miss out on this opportunity

Action – To clarify if new admissions of the appropriate age can be included in the catch up swimming lessons to give them the opportunity to start learning to swim.

2.8 Activity Clubs

Lastly, a parent asked if there would be any activity clubs running after school for FS2 children. Mrs Leaf explained that usually the Foundation Stage 2 children found that the school day in itself was tiring and long for the younger children, and that was the reason activity clubs ran by the teachers or Tigers Trust were not offered to the children at this age. The normal after school club was available if any parents needed to use this for wraparound childcare.

Mrs Waller and Mrs Leaf thanked parents for their attendance and for their contributions and reminded them that they do not have to wait for a parent forum meeting if they have an issue which they need to raise or discuss.

A time for the next Parent Forum Meeting would be arranged and parents would be notified of this

Action - Next Parent Forum Meeting TBC