

Parent Forum – Meeting Minutes

Meeting: Parent Forum

Date: 14 November 2025

Time: 9:00am

Location: School Hall

Attendees: Joshua Culf (JC), Joanne Rooke (JR), Alice Price(AP), Katt Malcolm(KM), Laura Perks (LP), Bethan Robinson(BR), and Mr Chetwynd (MC)

1. Christmas Activities for KS2 Pupils

The school explained that the run-up to Christmas already contains several commitments. Introducing a KS2 nativity would require sacrificing another activity. A whole-school pantomime trip is arranged for January. Tamworth Pantomime begins in January, and the date was chosen to give pupils something to look forward to after Christmas.

2. Attendance Certificates

The school provides six opportunities per year for pupils to earn attendance certificates. JR suggested considering whether authorised absences could count, or adjusting the threshold to 96–97%.

We can all agree that good attendance is important. It is always difficult to reward good attendance fairly as there will always be an element of luck whether children have been well enough to attend. We decided that we wanted to positively reward good attendance so had to draw the line somewhere and decided on 100% for each of the 6 half terms. We could draw the line somewhere else but there will always be lucky and unlucky children each side of the line.

We could include authorized absence but this could also cause issues. Any illness goes down as authorized and parental judgement as to what level of illness is worthy of absence varies. A child who soldiers on with a cold and comes to school 100% of the time may have the same reward as a child who has a week at home for the same cold.

Every time we present the certificates we explain that those who haven't got one have been unlucky on this occasion and they have another chance to earn one the following half term.

3. Star of the Week & Communication

The return of assemblies was discussed but attendance was difficult for parents. JR suggested teachers email parents explaining why their child received Star of the Week. Communication methods were discussed, including using WhatsApp Business for school-wide messages. JC will explore feasibility. Letters in bags were agreed to be ineffective.

It was the children who asked us not to do whole school celebration assemblies with parents. They preferred a weekly Golden Time reward for their good behaviour all week rather than watching other children receive certificates in assemblies that took ages and would only see them awarded once or twice a year. Staff will discuss the best way of informing parents about reasons for Star of the Week awards.

We have moved to use of email as our main messaging system as it is free within Arbor where Marvellous Me became unaffordable. The website is also important with the calendar that can sync to phones and the Newsletter and News Events that provide vital information. We are always looking for the best ways of communicating with parents and will certainly investigate WhatsApp Business.

4. School Homework

The school reiterated that research does not show benefit to homework for primary pupils. Current expectations remain: times tables, reading, and spellings. Swans class currently do not receive spellings. Long-term plans are on the school website, and clearer communication may help parents.

As mentioned, the plans for the curriculum are on the website. We used to let parents know what we were covering in the next few weeks in the old Newsletters but not in the new style Newsletters. We will aim to include links and prompts for each class at the start of each half term to the website where it will tell you the areas being covered.

5. Blu-Tac and Fidgets

Useful for a small number of pupils, though currently available to all. Rules are being reinforced in assemblies and children should keep fidgets to themselves.

This has become an issue. For a small number of children, fidget toys or Blu Tac can be useful to support concentration and to help regulate emotions through a sensory stimulus. This has been agreed or recommended by the class teacher or Mr Forman (SENDCo). Unfortunately, this has spread through the older children until Blu Tac is appearing in all children's drawers and parents are finding it in among their washing at home! It has become a distraction rather than a support for learning.

We will be banning all fidget toys and Blu Tac unless agreed with a teacher or Mr Forman. Please get in touch if this is of any concern and we will make sure those who genuinely need these items have access to them.

6. School Dinners

Positive feedback received on the new menu. A temporary chef is currently in place. LP raised the need for more allergen-friendly alternatives, such as gluten-free wraps.

7. Parent Forum Attendance

Meeting dates may be rotated to allow different parents to attend.

8. Actions Agreed

Action	Responsible	Notes
Explore WhatsApp Business for school communication	School leadership	Check feasibility and free options
Review inclusion of authorised absences in attendance	School leadership	Consider adjusting threshold
Explore December school trip	School leadership	Depends on availability
Provide link/guidance to long-term plans	School leadership	Improve visibility for parents
Update on Blu-Tac and fidget rules	School leadership	Reinforce expectations