



BISHOP PERRIN

Church of England Primary School

Staff Meeting Minutes

Date: 10.06.22	Meeting Type: Parent Forum	
<p>Present: Satty Panesar (Yr 4, Parent Forum Chair and School Governor), Yin Jones (Yr 6), Laura Stewart (Yr 1 & Yr 4), Rachel Arney (Yr 1 & Yr 4), Sarah Dinsdale (Yr 3 & Yr 6), Natalie Killeen (Yr 2 & Yr 6), Katherine Lytle (Yr 4), Parm Kamboh (Yr R), Katalin Puskas Khetani (Yr 5), Jemma Chawla (Communications and Community Officer to take minutes and actions)</p>		
<p>Absent: Aid Corke (HT)</p>		
Main Focus:	Behaviour Policy and Linked Documents	
	Minutes	Actions
<p>SP welcomed all and provided all attendees with an opportunity to introduce themselves. SP shared apologies on behalf of Adrian Corke, who was unwell and unable to attend. SP advised if there are any items needing Headteacher comment or approval we can ask AC to provide feedback when he returns.</p> <p>SP re-iterated that the Parent Forum would meet termly, group agreed they may need an interim meeting before end of school term with AC present.</p> <p>SP updated all the last meeting (prior to Covid) was via zoom, and the content was mainly focused on operating during COVID times, therefore the minutes may not offer any direction now.</p> <p><u>Terms of Reference</u> (TOR) TOR comments were passed to AC and updated and agreed.</p> <p><u>Parental expectations within Behaviour Policy:</u></p> <ol style="list-style-type: none"> 1. YJ asked that we change <i>Parent to Parent/Carer within documents</i> 2. Forum agreed to change point 3 from; Inform the school of any changes in circumstances that may affect their child's behaviour to <i>Inform the school of any changes in circumstances that may affect their child's behaviour or emotional wellbeing</i> 3. Forum asked to change point 4 from; Discuss any behavioural concerns with their child's class teacher promptly to <i>Discuss any behavioural or emotional wellbeing concerns with their child's class teacher promptly</i> 4. Forum asked, within point 5 we reference driving/car concerns, can this in fact have its own separate bullet point as it has been raised as a continued concern by both school, parents/carers and neighbours. This conversation also led to the discussion of student safety, since the arrival of Turing House across the road. Increase in cars and children have made it difficult for BP parents/carers to safely drop/collect their children, especially around the Reception class entrance/exit. PK suggested we may look into Reception children using the main gate for both drop off and pick up? Or could AC discuss issue with Turing House and see if they have any other options? 		<p>AC to advise of availability for interim Parent Forum prior to end of school year/summer term 22.</p> <p>AC to review 6 suggested changes and update policy where required.</p> <p>AC to answer PK's questions around pick up drop off concerns.</p>

5. Within the 6th bullet point change from **Speak and communicate (including email) with school staff in manner that they would like to be spoken to and treated themselves to Speak and communicate (including email) with school staff courteously.**
6. The last line within this document **"The school will take a zero-tolerance approach to aggressive behaviour shown to staff by parents and carers."** Forum attendees found this line aggressive, suggested we change it to something else or only have it within the main Behaviour Policy.

Home School Agreement:

1. YJ suggested a 1-page view would be preferred/easier to read/follow. SP suggested AC to let us know what the final format will be.
2. Forum asked; are all parents expected to sign this or just new reception take on?
3. Forum suggested "Home School Agreement" not the best wording as can be linked to providing schooling/education within a home setting (like we did during Covid), can we re word this?
4. Change on 2nd page **"school will do its best" to "school will"**
5. Change on 2nd page **Respond to communications from parents in a timely manner, following school policies to** Respond to communications from parents in a timely, polite and courteous manner, following school policies
6. Change 3rd page **"Parents/carers aim/will do their best to: to Parent/Carer Responsibility**
7. On the last page change **Children/carers aim/will do their best to: to Children aim/will do their best to:**
8. Parent forum suggested we add a section in about harmful behaviours

LS will email in her comments directly.

Pupil Behaviour Charter Leaflet:

SP updated all that the School Council and Mrs Crinall will be part of building this document as they want to get the children's views.

SD suggested we get and Educational Psych involved in this document.

Forum raised concerns about this document not being inclusive, suggesting children with Autism or other additional learning needs are not catered for. For example the opening paragraph *"We believe that all behaviour is a choice and that our role as educators is to help children choose the right behaviour for themselves and others."* Forum suggested that it isn't fair nor correct as some children *do not* have a choice over their behaviour. Forum suggested this needed to be changed and a more progressive and supportive style of language used; what can BP School do to facilitate all children and support those who can't manage behaviours.

Include more around reflecting on behaviours, supporting and learning from incidents.

AC to answer format question.

AC to answer who will need to sign.

AC to review 6 suggested changes and update policy where required.

AC to consider SD suggestion.

AC to respond to inclusivity question.

AC to consider and respond.

Parent Feedback Points:

Forum began discussing parent feedback from respective year groups, Forum has not seen sight of AC's comments so SP agreed to get AC approval and share with group.

At this point the Forum had run out of time to continue, it was agreed a follow up meeting is required before end of school year 22. SP will discuss with AC and look to book in, as part of this session the points yet to be discussed can be.

Questions/points of discussion raised by Parent Reps from respective classes

Year 6

- ✓ Please would it be possible for SMSAs to be informed of the additional needs of some children to enable the SMSAs to manage particular sensitivities/challenges during playtime? Information about individual children is shared with Mrs Stock, who is our Senior Playleader, and she then disseminates the information to the other Playleaders. Our Playleaders, (the majority of whom are also Teaching Assistants) have received training and CPD to be aware of the challenges some children may encounter.
- ✓ Please might it be possible for a more equitable approach to be adopted when allocating lead roles to children in extracurricular activities? All roles for significant performances such as the Year 1 and 2 Nativity, the Year 3 and 4 Carol Service and the Year 5 and 6 production are allocated through auditions (which are open to all students). Places for events outside of school hours such as events at the rugby ground, where there are more requests to be involved than places offered, names are drawn out of a hat.
- ✓ Please could children's participation in sports clubs (in an external venue) not be dependent on parents' availability to walk them from/to the venue? Off-site clubs (currently Year 5 & 6 Boys' and Girls' Football Club) are open to all children. As a school we do not exclude children from clubs on the basis of parental availability to support safe supervision to the site (walking) there and back. Following risk assessment guidelines we have to have a strict ratio of 1 adult to 10 Junior children when taking them on a trip/off-site. Clubs that are run outside of school hours are operated on a voluntary basis. There is no statutory requirement for staff to volunteer, therefore we are reliant on parents to help safely walk the children there and back. We have a dedicated set of parents who have supported every week and to ensure this responsibility is shared equally amongst all the parents we have from time to time requested support from other parents whose children take part. Without parental support to help walk the children safely, the club cannot take place.

SP to share AC comments.

SP and AC to agree a date for additional forum session prior to end of summer term.

Year 4

Turing House:

- ✓ Is there an option for Bishop Perrin to look into being a feeder school to Turing House based on the close proximity, the disruption to school pick up in particular for BP parents and the fact that we are a one form entry school (taking into account the small % of Whitton residents that are accepted)? I realise that this may not be in BP's remit but wondered if it could be explored. Is BP able to use the sports facilities of Turing House (I believe this was part of the consultation)? **The system of feeder schools stopped being in place in the Borough a good few years back. Turing House have their own admissions policy and as a school, we have no influence over how Turing House select their Year 7 in-take. Bishop Perrin School parents are of course welcome to write to the Governors of Turing House to ask them to consider this request, but unfortunately we have no influence at all.**

On a positive note, we have already established good relationships with Turing House and we have Years 2, 3 and 6 going to see a student performance of "Matilda" at Turing House on the 30th June. We are hopeful that there will be other opportunities to take advantage of the facilities at Turing House such as their sports facilities, plus science and food tech labs. Our hope is that Turing House pupils will be able to come to Bishop Perrin School to help read with our pupils, and undertake some mentoring and sports leadership opportunities with our pupils, enabling Turing House pupils to gain voluntary experience for university applications and Duke of Edinburgh Award criteria.

Parent/Teacher meetings:

- ✓ When will we have a return to face to face meetings? Could a hybrid model be offered to accommodate online and face to face? **We are currently exploring the practical elements available to having face to face meetings/hybrid in the hall for the next academic year and are hopeful this can be in place.**

Parents and school events:

- ✓ Please can working parents be considered when planning events to give as much notice as possible of dates including rough timings and duration **We always aim to give ample notice of upcoming events to parents. All events are listed in the newsletter regularly and are available for all to check on our Website's online calendar. There are of course events/opportunities that arise during the academic year where we as a school we always endeavour to communicate as efficiently and effectively as possible.**

Pupil tests:

- ✓ Is it possible to make parents aware of when any significant tests are taking place so we can make sure not to plan too much around those times? As a school we have always endeavoured to inform parents well in advance of any external examination dates, which is shared in our "How Children Are Assessed at Bishop Perrin CE Primary School" and can be found on the [school website](#). We aim to keep internal tests low-key simply to ensure children do not get anxious or worried about them.

Year 2

Enrichment Activities:

- ✓ It is felt that year 2 has really missed out more than other years on the extra activities usually provided by the school. These include school trips, nativity, performing in assembly. Obviously this is due to covid and virtual work shops went some way to compensating this but in person activities would be better. It was thought that this would be addressed in year to but it hasn't happened. Could something extra be done in year 3? Unfortunately, all classes have missed some key activities at some stage over the past few years (especially the Year 5 and 6 classes who couldn't attend residential school journeys or undertake school plays), and we have done our best, based on working within the Government guidance, to offer opportunities to the children. The guidance was only lifted more formally at the start of this term and since then we have organised a number of trips for all children as well as exposure to normal school activities. Year 2 had their trip to London Zoo recently and when they are in Year 3, they will work with Year 4 to have key roles in the Christmas Carol Service. We have been able to fit in four Junior Class Assemblies this term, and current Year 2 will have an opportunity to do a Class Assembly next year.

Homework:

- ✓ The Monday to Friday homework cycle has made it difficult for working parents to spend as much time as they would like with their children's homework as they are not independent yet. Monday to Monday would be preferable. We can certainly look into the schedule for next year. The Schedules are normally framed around the additional adult support in class.

Could the phonics/spelling sheet be handed in and marked? Parents feel it would make the children more accountable/responsible for their own work. This will be investigated to see what scope there is to act on this suggestion.

Any Other Business Raised

n/a