

**MINUTES OF THE PARENT FORUM MEETING
HELD ON THURSDAY 8TH JUNE AT 5.30PM
IN THE SCHOOL LIBRARY**

Present:	Angela Heald	Helen Winchester
	Suzanne Chamberlain	Bill James
	Rosa Evans	Monica Richards
	Alison Evans	Chris Law
	Rachel Evans	Rachel Jones
	Sandra Birt	Ruth Cronin
	Sarah Theobald	Shane Doheny

1. Introductions

Action

AH outlined the agenda

2. Election of Chair for the Parent Forum

Chris Law was elected as Chair of the Parent Forum

3. Homework Policy

AH presented a draft homework policy for review/discussion. From parent feedback, it was felt that we needed a more consistent homework strategy.

HW showed examples of homework from other schools.

It was agreed that a policy was a good idea. Homework would continue to be non-compulsory. The policy will be available on the school website as a draft for parents to review and comment.

CL

4. Class/Home Communication

From the parent feedback questionnaire, concerns were expressed regarding communication.

AH showed an example of a home/school diary that is used in St Joseph's. It contains school dates, policies, school information, key words, targets and homework feedback. There is an area for parents to write notes for the teacher.

It was agreed by all that this would be a good communication tool and that we will start to use the diaries from September 2017. AH is to amend the layout to allow a child's home schedule to be included – Bus/ASC etc.

AH

5. Tracking, Targets and Assessments

AH shared an example of the tracking system 'Incerts' that is now being used in school. It tracks pupil progress throughout the year, sets a target to be achieved and measures progress against that target. AH gave an overview of how each child is assessed and scored. Parents can discuss this further with individual class teachers.

6. After School Club

AH explained the difficulties of running the after-school provision. It is difficult to staff and is costly. It has been decided that from September 2017, the after school club will be run by an outside provided called 'At Play'. Further details will come out shortly regarding the new provision.

Meeting close at 7pm

The date of the next meeting will be confirmed.