



Amesbury CE Primary School

Parent Forum Meeting Minutes

Date: 14.2.19

Start Time: 2.00

Finish Time: 3.10

Present

- Mrs Hall – Headteacher
- Ms House – EYFS/KS1 Assistant Headteacher
- Mr Crabtree – KS2 Assistant Headteacher
- Jenn Bevis and Annette McKie – Governor representatives
- 18 members of the parent community.

Matters arising from previous minutes

N/A

Focus of the Meeting:

Clarify purpose and structure of the Parent Forum meetings

Actions

We are aware that some people have concerns about things and the purpose of this forum is to find solutions and get everyone's perspective.

This isn't intended to be a place to complain, it's a place to find solutions. We know it's not the best it can be and we're going to work together to improve.

Scheduling times and dates

Please complete the upcoming electronic survey so we can schedule meetings at a variety of suitable times.

For future meetings

We will send agendas in advance, based around the information we receive from parents. This will mean you can schedule which meetings are most important for you. Minutes will then be sent straight afterwards. Staff and governors will come when needed.

Mrs Hall shared some of the recent monitoring we have had (this was as a response to a question by SA – asking about timeframes for improvement)

We have recently had support from and been accountable to:

2 financial audits

Safeguarding audit

Pupil premium funding audit

8 WISP (Wiltshire Improving School's Partnership) training sessions, focussing on improving senior leadership in a variety of ways (over the course of the year).

8 ICASP (intensive Challenge and Support Partner) monitoring visits (focussing on the quality of teaching and learning, leadership and management and behaviour and safeguarding) (over the course of the year).

Whole day training and monitoring completed by the English advisor from Wiltshire Council.

Meetings with the Director for Education.

Meetings with the Senior School Improvement Adviser.

SER (School Evaluation Reviews) (3 in the year to monitor our progress against set LA targets)

Parent questions and comments:

Response from staff representatives:

SB – suggested a parent's charter to be filled in at the next parent's forum. This charter should clarify the primary aims. SB said his aim was to ensure that the children achieve what they are capable of.

Sounds like a great idea – we'll put it on the agenda of the next meeting.

LC – an agenda point for the next meeting could be an opportunity to openly and honestly discuss what needs adapting and improving. This could be both parents and staff giving their opinions.

We agree! There may be a different opportunity to do this in the upcoming county led review meeting, but yes we agree this is necessary.

SB – has found the questions email account very effective if you have concerns about something personal – for example home learning.	Thank you! Please keep encouraging others to use the account.
SA - What are the timeframes for improving things rapidly? We need to know what is happening and how long it will take. It may be that termly meetings will not be enough as our school needs more intensive support.	Some things are a shorter fix, some things just need embedding and some will take longer. It may be that we need a more regular parent forum initially to tackle things more rapidly. We have a review by Wiltshire Council scheduled in the middle of next term and they will then hold a parents' meeting to inform parents about their action plan for the school.
SB – Could we schedule parent forums to coincide with the school reviews so that parents can be kept up to date in a simple, quick way?	Good idea – yes as far as possible.
RB – Do we feel the school is in a positive position?	Yes most definitely! Our data is showing that we have good progress across each year group and we are reviewing practice regularly. The things we are putting in place are working but just need to be embedded.
SB – how did it work with the Ofsted inspections – the school being moved from good to requires improvement over the course of last year?	Our school was not good in September 2017 when Mrs Hall arrived. We were a good school 5 years ago but things had deteriorated since. The first Ofsted inspection last year (2 terms after Mrs Hall's arrival) was not able to change the judgement though they indicated that it would lower. The second was then triggered by this. The Ofsted inspector shared that if he had come in September 2017, we would have been an Inadequate school.
RB – Being more informed is reassuring and it feels like this is a good opportunity to be open.	Thank you, we hope to continue to build on this openness with future parent forums.
JP – The school feels very different now, particularly with the high staff turnover. Good teachers leaving have made parents feel unsettled.	Recent staff turnover is unfortunate but can be easily explained – our Ofsted report clarified that the Headteacher raised the expectation of teaching and learning and staff who could not cope with this left.
SB – Shared an opinion that we have seen inadequate teachers leaving and have evidence of that from previous years' experience with them.	Thank you for this feedback – we have seen the positive impact that the current staff are having.
LC – Will need to introduce more communication, particularly around staff absence as children are concerned.	We can appreciate that and will continue to improve things.
SB – What can we do to help?	Mrs Hall responded – Go away and consider what has been bothering you that I could have been doing differently to improve things for you and your children. Tell us and we will improve it.
LC – You need to sell the positive things that are happening and let people know what improvements and monitoring are happening.	We agree and we will. We are seeing the positive impact of our changes and we will let you know too.
Dates	
Upcoming parent forum meetings to be scheduled via a Survey Monkey poll being sent out.	
Documents Attached	
Copy of the presentation being delivered by Mrs Hall	
Minutes taken by: Charli House	