

**Brookhurst Parents' Forum**  
**22<sup>nd</sup> September 2014**

**Present:**

M.Hughes (DHT), Catherine Reeves (4) Jane Smith (1 and 5), Sarah Marshall (1, 4 & 5) Laura Green (f) Elena Makris (F) Tina Swanson (F,2, 4, & 6), Kelly Savage (2), K.Snell (Parent Governor – 1 and 3), Katherine Snell (1, and 3) Tracy Kewley (3 and 4), Sara White (3), Kate Goddard, (F, 3 And 5) Leila Bybordi Baxter (F and F) Mang Beynon (1), Raj Dhat (F and 1), Chris Kompatsiori (1) K Mothersdale - Parent Governor (1 and 4) Clare Osborne (1 and 4), David Carroll (1) Andy Daniels (4 and 6), P.Hawkins (4 and 5) Liz Garrett (5)

**No matters arising from the previous meeting**

**Agenda**

**1. Feedback from Sports Day**

The sports day (held in July 2014) was discussed, with parents offering a number of opinions. All parents agreed that the format for Key Stage 1 children works well, as does the morning session with the children competing in their school houses, however there was a general consensus of opinion that the format in the afternoon for Key Stage 2 children could be more inclusive, so that all children could participate. Mrs Archer (in attendance for the evening meeting) agreed with this suggestion and informed the meeting that she had plans for a new format. These plans are still in development and she welcomed suggestions from parents, which included:

- More field events (in addition to the track events).
- Possible team events, tug of war etc.
- A clear running order of events (drawn up by pupils) for parents / carers, especially those with children across key stages.
- The possibility of two separate days for each key stage.
- A dedicated announcer for all races
- A clear focus at the end of sports day with the 'school house with the most points' accrued in the afternoon) announced.
- Adjusting the running track to ensure fairness in competition.

**Actions: Mrs Archer to be invited to the Spring parents' forum meeting to present the new format.**

**2. Feedback from the new lunch time arrangements**

70% of the Foundation and Key Stage 1 cohort were reported to have taken up the new 'Universal Free Lunch' provision. Three weeks into the new term all feedback was positive, with the staggered lunchtimes working well. However, there was a recognition that those children eating sandwiches for lunch had generally been eating outside, therefore the hall had been used primarily for children eating hot meals. It was agreed that the situation will need to be continued to be monitored and alternative accommodation should be considered if the school hall not does not demonstrate sufficient capacity.

**Action: Mr Hughes to continue to monitor lunch time arrangements**

**3. Update on parking around school**

The parking of cars for school drop off and pick up continues to be discussed. It was agreed that although most parents do park safely and with courtesy, there were many occasions where parking continues to cause major safety concerns. The main issue reported is the parking on the corners of Ullswater and Troutbeck Avenues, where it is dangerous to both pedestrians and cyclists. Bill Gifford (councillor) has contacted the highways agency to make suggestions for improvements (more bollards or double yellow lines) and the matter is now with the County Council . It was suggested that the Council is asked to undertake a risk assessment to raise the profile of the situation.

The possibility of increasing staff parking within the school car park to allow the parking spaces in front of the school to become a drop off area was suggested and discussed.

**Action: Bill Gifford to report back from the Council at the next meeting.**

#### **4. Feedback on the new School Website.**

All feedback on the new school website was extremely positive with the following comments made:

- Much easier to navigate
- More useful information
- Direct emails to teachers
- Good links to useful resources
- Search engine quick
- More inviting
- Professional yet still friendly

It was acknowledged that the new website had been produced voluntarily by a parent at the school. The hard work, time and commitment to this project was acknowledged by all parents in attendance.

#### **5. School communication**

It had been reported by a parent, previously to the meeting, that the communication system which sends out newsletters and other weekly communication could only contain one email contact per child. This excluded parents / carers with more than one key contact. This has now been resolved and all parents will be asked to confirm which email address / addresses they wish to be held on record.

#### **6. School uniform and jewellery**

The wearing of correct school uniform was discussed with the majority of parents stating that they felt that the school uniform should be worn correctly by all children, particularly when on school trips or representing the school at events. It was acknowledged that this is already encouraged by school staff and the majority of parents; however some helpful reminders would be welcome. It was unclear whether the wearing of uniform could be enforced legally.

It was suggested that more support could be given to parents and children about what is acceptable, particularly in relation to jewellery, socks / tights / leggings and colour of jumpers / cardigans. This support could be provided by having uniform photographs with suggested places to purchase (not just Trutex) displayed around the school / given to parents on website. In addition, it was suggested that the BSA second hand sale could run more regularly.

**Action: Mr Hughes to liaise with school staff on suggestions to encourage all children to wear the correct uniform and publish to parents.**

**AOB**

The following suggestions were made:

- An 'introduction to parent pay' to be included both on the website and in a newsletter to allow all new parents to be familiar with the key purpose and features of the system.
- School achievements could go onto the website
- A dedicated scooter rack is provided to prevent the bike racks being overcrowded.
- Following communication regarding litter in Ullswater Avenue, Parents' Forum discussed the possibility of contacting the council to have another litter bin sited. Mr Hughes will also remind children in school about taking litter home or putting it in the bins.

**Action: Mr Hughes to follow up**

- It was requested that the key points of the 'School Development Plan' should be shared with parents

**Action: Mr Hughes to discuss with the Governors and SMT as to the most appropriate method of disseminating this information.**

**Date of next meeting**

**Monday 26<sup>th</sup> January 2015:**

**9.00am – 9.50am / 7.00pm – 7.50pm**