

Minutes of the Parent Forum Thistle Hill Academy Wednesday 30th September 2020

Item No.	Item	Minutes	Action Points	Action by Who
	Meeting opened at 9.30am - 10.30am. Microsoft Teams	<p>Attendees Annette Bevan (Headteacher) AB Kelly Lupson (PSA) KL Nicola Lassnig (Parent) NL Samantha Kendall (Parent) SK</p> <p>Invited Samantha Kew (Parent) SK Katie Hancock (Parent) KH Nicole Ashby (Parent) NA Rebecca Cole (Parent) RC Danielle Wilsher-Graves (Parent) DWG Toni Mills (Parent) TM</p>		
1.	Welcome	AB thanked everyone for attending and welcomed new parent members. AB introduced KL and explained that she would be minuting the meeting.		
2.	Apologies for absence	Some parents experienced difficulties accessing Microsoft Teams.	KL to support. Individual meetings to support setting up Teams.	KL
3.	Minutes from previous meeting	N/A - First meeting no previous minutes available. Fresh agenda and new parent members		
4.	Parent Forum Policy	<p>AB outlined the purpose of the role of the Parent Forum and explained the expectations. Parents encouraged to bring thoughts, ideas and concerns of parents to future meetings.</p> <ul style="list-style-type: none"> • Memberships Meetings • Agenda Rules <p>Members informed that meetings will be held at least once a term (six meetings over the year).</p>	Parent Forum Policy Shared with Parent Members. Meeting minutes placed on the school website	KL

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		Minutes will be taken at each meeting and will be shared with all parents and carers of children at Thistle Hill.	and sent individually to all Parent Members.	
6.	Return to school and COVID restrictions	<p>Parents are happy and feel comfortable with all the measures in place to keep children safe whilst at school. Parents feel the children have adapted well to all the changes as a result of COVID.</p> <p>Staggered start/finish times Parents feel the timings are working well. Drop off (AM) is working much better than pick up (PM).</p> <p>Masks Parents would like it to be compulsory for all adults to wear face masks when on school premises. Whilst they are happy and feel comfortable with the measures in place to keep their children safe they themselves do not feel safe amongst parents during school drop off/pick up.</p>	Parent Questionnaire – (Survey Monkey)	KL
7.	Rising's 4's	<p>AB explained that these sessions can no longer happen in school due to COVID. There are plans to upload Rising 4 videos onto Facebook. Balloons and leaflets have been ordered and will be distributed to local nurseries to promote the sessions.</p> <p>Messages via WeDuc will also be sent to alert current parents of these sessions.</p>	Distribute to local nurseries.	AB KL
7.	Role of PSA in the community	<p>AB explained to parents the PSA in addition will be working in the wider community to promote the school.</p> <p>KL welcomed ideas from Parents to provide opportunities to build positive relationships with existing and potential new parents.</p> <p>It was suggested virtual coffee mornings are held as we can no longer accommodate these at school. It is possible local coffee shops can accommodate these (no more than six at one time)</p>	Contact local coffee shops to accommodate parent coffee mornings	KL
8.	Any Other Urgent Business	<p>Zebra crossings – access into school. Blind spot.</p> <p>To continue to recruit Parent Forum Members.</p>	<p>Speak to facilities manager Micheal Homewood</p> <p>Recruit forum members</p>	KL ALL

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		<p>PSHE – Statutory AB shared curriculum plans and outlined where parents cannot withdraw their children from taking part. Focus: Promoting physical and mental health and Relationship Education.</p>		
9.	Date of Next Meeting	TBC	Confirm date of next meeting	AB