

Cuddington and Dinton Church of England School

Minutes of Parent Forum

Held at Cuddington & Dinton CofE School, Cuddington Site

On 3rd November 2023

Present: Nicola Wilde (Chair), Julie Bowman, Ruth Redding (Y5), Rachel Miller (Y4), Poppy Smith (Y3), Karen Gwynne (Y2), Samantha Rockett (Y1), Rachel Ford (YF)

Absent: Hannah Young (Y6)

The parent forum reps make a decision on whether they take the topics raised to the agenda for discussion. The topics should be related to the school in general, and anything relating to specific classes should be raised by the parent directly with the teacher (the parent rep will let you know if this is the case).

Item	Topic	Minute
1	Forest school	The school would like to establish a fantastic Forest School. An area has been chosen for this on the infant site, and it has Miss Webb's full support. The school needs someone to be Forest School trained to head the initiative and it is very much hoped it will happen this academic year.
2	Infant playground	The school has paint for the chalk board and this will be painted imminently. The slippery playground will be rectified ASAP. Long term, the school will have a caretaker and this would be under their remit.
3	Homework/detention	<p>Children in KS1 are not kept in at lunch time to complete work they haven't completed at home. Miss Bailey will give the children time in class to do any work they need help with. The children may have a 5 minute reflection time at the start of break as part of the school's behaviour policy.</p> <p>Homework will be focussing on Spelling Shed, Maths Shed and reading. Occasionally learning logs will be sent home but not as often.</p>
4	TV/movie in Golden Time	Golden Time is on a Friday afternoon for 20-30 minutes. The children are offered a variety of activities and the children can choose to do what they would like, and can choose another if they change their minds. Activities include drawing, games, animals, TV/movie.
5	After school clubs plan	All teachers on the infant site were new to the infant site in September. It was decided that, to give them some time to settle in, clubs would commence after Christmas in the Spring term. Going forward, it is planned that an overview of after-school clubs for the whole year will be sent to parents in September to help parents with planning.

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| 6 | Teaching staff availability | Mrs Wilde spent some time to explain how planning is structured and why teachers have some time out of the classroom. All teachers have 10% entitlement for PPA (Planning, Preparation and Assessment) time, and a little more for assistant heads. Miss Bailey is an NQT (Newly Qualified Teacher) so has an additional 10%. Mrs Clements is a Higher Level Teaching Assistant (HLTA) and covers Foundation on a Monday afternoon. Mrs Forster has Y2 on Friday mornings and Y1 on Friday afternoons. Mrs Clements has Y1 on Friday mornings and Y2 on Friday afternoons. When Forest school is running, this will come out of these times. <u>All core subjects are teacher-taught.</u> At Dinton, Mrs Clifton is the HLTA. The HLTAs have been teamed up with the assistant heads in case the assistant heads have to deal with a problem in the school. This is <u>well-planned</u> and carefully thought out. |
| 7 | Fresh Start Catering | There has been a lot of positive feedback on school dinners after some small teething problems. Portion sizes are often not big enough, especially for many of the older children. Mrs Wilde advised that parents should give this feedback to Fresh Start. The new system of having choice has led to having much less waste which is very positive. |
| 8 | Open session | There is a 'Book Look' session coming up (Infants 21 st Nov 15:15-15:35; Juniors 23 rd Nov 15:25-15:45). This is when the child looks at their books with their parents and shares their work. |
| 9 | Library access and book changes | Reading ambassadors are in the library at break and lunch. Mrs. Wilde will remind the children in collective worship about when they can change their books. |
| 10 | Parents' evening information sheets | The information sheet given out at parents' evening contained an assessed reading age which represents a snapshot in time as part of the whole picture of a child's development. This will be done annually (SEN children will be assessed more frequently). The difference between the reading age and the comprehension age is very important for the teachers to see how the child is reading. The school may look at assessing the maths age, too. Looking at the reading age can help parents to understand which end of the expected/greater depth scale the children are. It is another way of giving parents as much information as possible. |
| 11 | Sites joining up | The teachers and pupils love it when the sites join up. Coaches are already booked for the juniors to watch the nativity and for the infants to go to the Christmas service. All coaches were booked in advance for the Autumn term but the company went bust in the summer holidays and so all the coaches needed to be rebooked and this came at a premium cost. In the spring term, the juniors will be going to the infants for Easter and the infants will go to the leavers service in Dinton in the summer term. |

Meeting Close

The next meeting date is Friday 23rd February 2024.