

## Parent/Carer Forum Minutes

Term 1: Wednesday 6<sup>th</sup> October 2024

Meeting started at 9am.

To be read alongside the meeting slides.

Slide	Area	Key Points/Questions	Action(s)
4	School Development Plan (SDP)	<ul style="list-style-type: none"><li>Headteacher outlined the key areas in the of 2024-25 School Development Plan summary.</li></ul>	<ul style="list-style-type: none"><li>School Development Plan overview to be added to the school website (Term 1).</li></ul>
5-11	Performance Data	<ul style="list-style-type: none"><li>Headteacher explained how, and when statutory assessments take place at Somerdale.</li><li>Headteacher outlined three-year trends across statutory year groups.</li><li>Somerdale is working at or above the national average at Reception (GLD), Year 1 (Phonics), Year 2 (Phonics), Year 4 (Multiplication Check), Year 6 (Reading and Writing).</li><li>Headteacher outlined the SDP target to be above national in all statutory year groups by the end of the 2024-25 academic year.</li><li>Headteacher outlined actions taken by the school to improve statutory outcomes. In the past three years statutory outcomes have improved every year.</li></ul>	<ul style="list-style-type: none"><li>Statutory Assessments added to school website <b>(Completed)</b>.</li><li>Assessment timetable for each year group added to class website pages <b>(Completed)</b>.</li></ul>

12	School Improvement	<ul style="list-style-type: none"> <li>• Headteacher outlined how the school has progressed against the Ofsted actions.</li> </ul>	No actions.
		<p>Questions: How does the school validate school improvement actions?</p> <ul style="list-style-type: none"> <li>• School Improvement Plan linked to a monitoring &amp; evaluation cycle.</li> <li>• Clearly defined roles &amp; responsibilities.</li> <li>• School improvement visits from the trust's director of Education (termly).</li> <li>• External school improvement visits (2-3 times per academic year).</li> <li>• Governor monitoring visits (termly).</li> <li>• Data monitoring &amp; target setting.</li> <li>• Appraisal cycle</li> </ul> <p>Question: How does the school ensure a smooth transition for children moving to the next academic year?</p> <p>(Headteacher) – School has a strong transition process in place. Activities include:</p> <ul style="list-style-type: none"> <li>• Two transition afternoons for teachers to meet with the previous year's teacher. Structured checklist to ensure consistency.</li> <li>• Additional transition meetings for children with additional needs. New teacher meets with SENDCO to review learning plans/EHCP.</li> <li>• Social story, meet the teacher documentation added to website (Term 5).</li> </ul>	

		<ul style="list-style-type: none"> <li>• Medical needs meeting for specific children.</li> <li>• Safeguarding handover – Safeguarding lead.</li> <li>• Welcome to your new classroom video added to website (Term 5).</li> <li>• Transition Welcome meetings for guardians (Term 1).</li> </ul>	
13	Communication	<ul style="list-style-type: none"> <li>• Headteacher outlined the school's approach to communicating with guardians.</li> <li>• Headteacher informed guardians of a new communication plan which will be launched in Term 2.</li> </ul>	<ul style="list-style-type: none"> <li>• Add Communication Plan to website (Term 2)</li> </ul>
14	Pre-School Timings	<ul style="list-style-type: none"> <li>• Guardians report that the 9am start time results in children and guardians waiting outside for at least 10 minutes after Key Stage 1 &amp; 2 drop off. This is problematic in adverse weather conditions.</li> </ul>	<ul style="list-style-type: none"> <li>• Headteacher to discuss with SLT and share outcomes with community.</li> </ul>
15	Wrap-Around Care	<ul style="list-style-type: none"> <li>• Headteacher outlined the results of the wrap-around care questionnaire.</li> <li>• Themes were discussed.</li> <li>• Headteacher outlined proposed solutions to the points raised in the questionnaire.</li> </ul>	<ul style="list-style-type: none"> <li>• Updated Wrap-Around Care offer reported to families at the end of Term 1.</li> </ul>
16	School Club Offer	<ul style="list-style-type: none"> <li>• Headteacher discussed the school club offer from the previous year and problems which the school were facing in the 2024-25 academic year.</li> </ul>	<ul style="list-style-type: none"> <li>• Updated School Club offer shared with families at the end of Term 1.</li> </ul>

		<ul style="list-style-type: none"> <li>• Headteacher is currently meeting with providers ready to put out an improved offer in Term 2.</li> </ul>	
17-19	Smartphone Free School Movement	<ul style="list-style-type: none"> <li>• Headteacher outlined that the school would be in favour of supporting this in principle, but more research and consultation would be needed before a decision is made.</li> <li>• This area has been briefly discussed with the governors.</li> </ul>	<ul style="list-style-type: none"> <li>• Headteacher to attend a Smartphone free school seminar (Term 1).</li> <li>• Headteacher to discuss process with local schools who have supported the movement.</li> <li>• Headteacher to present finding to governors (Term 2)</li> <li>• Headteacher to consult with community (Term 2)</li> <li>• Decision made in Term 3/4.</li> </ul>
22	Packed Lunch Charter Update	<ul style="list-style-type: none"> <li>• Headteacher acknowledged mistake in sending incorrect link out to families.</li> <li>• Headteacher updated families on the school packed lunch charter.</li> </ul>	<ul style="list-style-type: none"> <li>• Updated Packed Lunch Charter to be discussed with classes via the Listening Team (Term).</li> <li>• Updated Packed Lunch Charter published on school website (Term 2).</li> </ul>

Meeting finished at 10:10am.

Next meeting: Tuesday 3<sup>rd</sup> December 2024 – 2:30pm (School Hall)