



Parent Forum

Pan Panayiotou- Headteacher
Nick Mariosa - Senior Asst. Headteacher
Nicola Thompson - Parent Governor

Objectives

- The Parent Forum Committee should feed its discussions/findings back to the governors and staff and parents and carers
- All parents/carers should be able to contact the Parent Forum Committee to raise an issue or concern for discussion.
- The Parent Forum Committee should not just pass on the issues raised but should also be fundamental in solving the issues as well. Solution driven.
- Evidence of issues addressed should be kept for OfSTED.



What are the “ground rules” for the meeting?

We want to ensure a positive and respectful environment and we want those who attend the meetings to abide by the following code of conduct:

- Listen to others' views and welcome diversity of opinions
- Treat speakers with respect
- Act courteously
- Contribute & participate
- Avoid naming individual members of the school community

Who will set the agenda?

- The items for the agenda may come from a number of sources, including:
 - parents and carers,
 - governors,
 - the school leadership team; and
 - annual school questionnaire and new questionnaires and polls.
- The agenda will be formally agreed by the Chairs of the Forum, in agreement with the school leadership team and the governors.
- Meetings will be advertised in parent email, school newsletters and on the school website.

How will the Forum evaluate how well it is working?

- To ensure the Forum is working well and being effective, it will carry out a review at the end of every year.
- Finding from review will be shared with all parents/carers and stakeholders.

Meeting structure

- Meet once a term
 - Meeting to all be same day
 - Meetings 45mins for each Sub group
 - All group members to be contactable via Achieve school email
 - Agenda items to be sent week before
 - Issues discussed and minutes shared on Website
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- Yr7- 5.30pm - 6.15pm
 - Y8,9 - 6.15pm -7pm
 - Yr10,11 - 7pm - 7.45pm

Date of 1st Meeting

13th November 2017