



# Parent Forum Minutes

**Date and time:** Wednesday 23rd September 14:15-15:00

## Attendees:

- Mrs Chalkley (Headteacher)
- Stephen Bird
- Chris Nevill
- Henrike Grund

## Agreed actions from previous meetings

| ACTION                                                                                      | BY WHOM | COMPLETED?                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Send minutes from meeting to all attendees and upload to website                            | LB      | Yes                                                                                                                                                                                                      |
| Create meeting agenda for next meeting and circulate prior to next meeting                  | LB      | Yes                                                                                                                                                                                                      |
| Make a Parent Forum section on the website                                                  | LB      | Yes                                                                                                                                                                                                      |
| Members to send ideas for Agenda items for next meeting to LB                               | ALL     | No items sent                                                                                                                                                                                            |
| Source a potential blackboard for messages/reminders for parents on the gate                | CN      | Not been able to source a donation. CC to speak to the PTFA for support.                                                                                                                                 |
| Lost property name stickers link on newsletter and website                                  | CC/LB   | CC sent link on newsletter. Will add to website                                                                                                                                                          |
| Minutes to be attached to newsletter                                                        | CC      | Yes                                                                                                                                                                                                      |
| Investigate the possibility of using the village hall car park - contact the Parish Council | CN      | Yes, CN spoke to Peter Hawkins. There is a commitment for parent to be able to use a few spaces in the car park. The issues arise when there is someone using the Village Hall and they need the parking |
| Update sign at front of school and explore sponsorship                                      | LB      | Yes - new sign in place with the support of the local community                                                                                                                                          |
| Railings at front of school - speak to council                                              | CC      |                                                                                                                                                                                                          |



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| ACTION       | BY WHOM | COMPLETED?                                                                                                                                                                                                                                                                                                                          |
|--------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Martyn's Law | CC      | The school does not fall within the scope of the act because 'settings that can reasonably expect below 200 individuals to be present do not fall within scope of the act, but we encourage all settings to have a plan for the safety of their learners and staff.'<br>Further advice is being sought from security professionals. |

## Items Discussed from Agenda and

| TOPIC                                           | KEY POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ofsted</b>                                   | <ul style="list-style-type: none"> <li>- The Ofsted report card has been shared with parents today.</li> <li>- Thank you to all those parents who contributed to the inspection in some way.</li> <li>- CC to ensure there is mention of the positive outcomes in the next Mersham Times.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Parking in the Mornings</b>                  | <ul style="list-style-type: none"> <li>- Ongoing challenges with parents parking at the front of the school despite information in the newsletter</li> <li>- Members of the group reported that other parents have been abusive when challenged about where they are parking.</li> <li>- It was suggested whether we could explore with local PCSO whether any more can be done.</li> </ul>                                                                                                                                                                                                                                                                                                                                                      |
| <b>Stationery supplies support from parents</b> | <ul style="list-style-type: none"> <li>- There was a discussion about other schools including those within the CARE Foundation Trust, asking parents to supply their child with basic stationery to support children with developing independence and taking responsibility for having the correct equipment. This also has the benefit of saving some money in school, especially as many children do not always take care of school property in the same way as they might their own property..</li> <li>- The consensus from all attendees was that now was not the appropriate time to make that request. CC will take that back to governors with this view.</li> <li>- There is support for the Amazon Wishlists via the PTFA..</li> </ul> |
| <b>Swimming Costs</b>                           | <ul style="list-style-type: none"> <li>- Discussed the costs of swimming and the fact that a significant part of that cost is the transport.</li> <li>- The view from the Parent Forum was that £9.64 per week requested from parents last year was too steep. A figure around £6 would be more acceptable. This will be taken back for consideration.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                |



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| TOPIC      | KEY POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>AOB</b> | <ul style="list-style-type: none"><li>- There are some general concerns amongst parents being voiced about how the mixed age classes are actually working. It was suggested that the school look for ways to celebrate the successes in the classes to improve parental confidence. Could the time just before a class assembly be used when many parents are a 'captive audience'.</li><li>- Rock Steady Concert at the end of term was felt to be too long and the children were very unsettled. Could it be perhaps a bit slicker?</li></ul> |

## Agreed actions

| ACTION                                                                                                                | BY WHOM |
|-----------------------------------------------------------------------------------------------------------------------|---------|
| Send minutes of this meeting and the previous to members and attach to Newsletter and put on school website           | CC      |
| Discuss with PTFA options for a Blackboard for parent reminders                                                       | CC      |
| Uniform name stickers link to be put on the website.                                                                  | CC      |
| Explore with local PCSO whether there is anything more that can be done around unsafe parking in front of the school. | CC      |
| Report back to the Governing Body board the parent forum feedback on requests for stationery                          | CC      |
| Review swimming contributions in light of parent forum feedback.                                                      | CC      |
| Feedback to Rock Steady about the concert                                                                             | CC      |
| Consider how more information can be shared with parents about how mixed age classes work.                            | CC      |

**Date of Next Meeting: Wednesday, 2nd December 2026 @14:15**