



## Headteacher Forum Minutes - Thursday 25<sup>th</sup> January 2018

### Parking Problem

Parents mentioned their concerns with regards to the safety of the children in terms of the parking situation outside of the school. A parent advised the possibility of distributing a leaflet to all parents with information on the impact of not parking considerately and safely around the school site. Another parent suggested that the school advertise in the newsletter the number plates of driver's parking inconsiderately.

**Actions: School Travel Ambassadors to complete a leaflet for parents and a video urging parents to park more safely - Spring 2 2018 led by Ms Shrestha**

A parent followed on by informing the school that Newbury Park School issue parking fines to parents in terms of unsafe driving, this may be a possible short term solution until the Council resolve the issue. Another parent suggested the school look into how Ursuline School deal with their parking issues as it is very well thought out system. Mrs. Walters advised parents that the school would look into approaching Newbury Park School to explore issuing fines. She advised that the school would also suggest the parking times to be amended outside the school. Another parent suggested having a banner for the park and stride car park so parents are aware it is there and open for them to use.

**Actions: Mr Sharma to arrange for a parking school banner to be completed advertising Park and Stride- Spring 2- met currently being printed**

**Mrs Walters to write to the Council to increase the number and frequency of Traffic Enforcers outside of the school- met as of February 9<sup>th</sup> 2018**

### Siblings in Different Year Groups

A parent raised an issue that some parents have children in classes on opposite sides of the building and that they are having to go back and forth to drop and collect their children. Mrs. Walters then suggested that the school would look into the possibility of Year 1 going through the hall straight away (8:20-8:30am), she mentioned that the downside to this would be that the teachers would only be able to meet with parents after school. A parent suggested the possibility of maybe having extra staff to manage the doors when school opens to which Mrs. Walters replied that we already have the capacity needed to manage the doors. She then suggested the possibility of a staggered entrance for parents with children in different parts of the building, maybe have reception start 5 minutes earlier and finish 5 minutes later; the senior team will meet to discuss this possibility.

**Actions: Year 1 to enter the building in the morning from 8:20-8:30 from Spring 2 without the need to line up outside in the playground in the morning- met as of February 21<sup>st</sup> 2018**

### Pathway

Mrs. Walters advised the parents that she has met the Trust regarding the pathway across the field. A parent suggested that the school could encourage parents to be more mindful of who is around them in the congested area outside of the year 2 classrooms where parents often push or accidentally

hit someone trying to get from one side of the building to the other. A parent stressed that congested areas can pose a health and safety issue especially if it is raining and someone decides to open an umbrella as this can cause injury to someone due to the tight vicinity within which they have to walk.

**Actions:** The school has applied for a grant and are awaiting the outcome

### **Attendance**

Mrs. Walters advised parents that this was the first time the school had achieved the national average for attendance. A parent brought forward their concerns that the wording in attendance letters was very strong. Parents felt they were being penalised for what a minority of parents were doing. Mrs. Walters followed on by advising that red and yellow letters for Reception, Year 1 and Year 2 would be given in envelopes for parents. She also discussed the possibility of having non-uniform letters and red and yellow letters given separately, maybe a week apart, to avoid confusion. Mrs. Walters followed on by informing parents that as long as they were on site for 8:30am then their child would not be late, children are asked to come in for an 8:20am start so that they can do next step marking; 8:20am – 8:30am. A parent then mentioned that for them punctuality works both ways, if we as parents are expected to drop children off on time than teachers need to be ready on time so that we can collect them.

**Actions:** Attendance letters ( red and yellow letters) to be placed in an envelope for parents in R, Yr1,2

Yr 1 enter the building from 8:20-8:30am without the need to form a line outside and wait for collection by the teacher-Met as of 21<sup>st</sup> February 2018