

# William Austin Junior School

Title of Meeting: Family Forum -

Date of Meeting: 25.11.22



Minutes taken by:	Jackie Slater
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Apologies: n/a	
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**Present:**  
**Mrs Adams, Head Teacher**  
**Mrs Parkar, Deputy Head**  
**Ms Slater, FW Team Leader**  
**Mrs Akhtar, FWs**  
**19 families represented**

		Action / Answer
	Meeting opened at 9:00am	
1.	<p><b><u>Parents concerns and comments:</u></b></p> <p><i>19 parents attended the meeting</i></p> <ul style="list-style-type: none"> <li>• Parent shared how happy her children are in school, stating she felt it was a very safe environment, and how they are enjoying their learning.</li> <li>• Following on from this another parent wanted to say ‘Thank you very much’, she felt her children have found a happy bubble in school especially since the family are new to the area, and have felt so welcomed by all staff.</li> <li>• Food allergies – parent very happy as this year her son will feel included in receiving a selection box. Mum thanked staff for meeting his dietary needs.</li> <li>• Letters sent home in relation to workshops. Where a contribution has been asked from parents could a deadline to make payment be included in the narrative of the letter.</li> <li>• Shared gates between WAI and WAJ. Parents have asked if these could be opened to prevent an accident from happening when dropping off from WAJ to WAI particularly in the colder, slippery weather.</li> <li>• Following on from this comment a parent suggested the possibility of opening the Year 2 gate between both schools.</li> <li>• Parent wanted to know the protocol for releasing children at the end of the day to their parents.</li> </ul>	<p>Mrs Adams – Head Teacher replied:</p> <p>Children are told school is like one big house and we are all one happy family together. It was very pleasing to hear this, thank you.</p> <p>Always so very important to ensure all our children feel included. Very happy to support with his needs.</p> <p>Mrs Adams to ask the office to include this in letters going forward.</p> <p>Local Authority risk assessments completed for both schools, which looked at all risks considering safeguarding of all children, health and safety when walking on uncleared areas during slippery winter months. Head teachers expressed staffing levels and time difference between both schools opening and closing would make it difficult to support families on this occasion.</p> <p>Mrs Adams to speak with Mrs Kang from William Austin Infants as it is her gate.</p> <p>Mrs Adams explained the procedure and stated she would reinforce this with all staff.</p>

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	<ul style="list-style-type: none"> <li>• Trip to London, Science Museum. Time taken to travel longer than time spent at the museum, parent did not feel this trip was good value for money.</li> <li>• Parent happy to pay more towards the trip if it meant their child could have quality time at the venue.</li> <li>• Portion size of school lunches</li> <li>• Learning logs, daily worksheets parents wanted to know the marking system and what was expected.</li> <li>• If a child had a problem at school with other children and had tried to deal with it but still continued, what was the protocol in place.</li> </ul>	<p>Mrs Adams accepted and agreed with this point in that the quality of the time spent needed to meet the curriculum and on this occasion it did not.</p> <p>Coach company commissioned to also conduct school pick-ups and have a deadline to get back.</p> <p>Mrs Adams explained the kitchen calculate portion size depending upon the needs of the children, with older children receiving more. Parents also advised children may have food from the salad bar along with a slice of wholemeal bread to complement their lunch if wanted. Staff attending dinner duty aware for some children this is their only meal of the day and are very vigilant.</p> <p>Mrs Adams explained when marking Maths and English teachers use a very detailed marking system, with learning logs teachers take a more holistic approach using traffic light system.</p> <p>Mrs Parkar explained to parents' children in the first instance should speak with their teacher. If not available then to herself or Mrs Adams who are always available to listen and support a child. If at lunchtime Behaviour TA's are on the playground along with Midday Supervisors should that child wish to receive support with a problem.</p> <p>Parents were thanked by all members of staff for attending. They were encouraged to inform other parents about the importance of having their voice heard at the Family Forum.</p> <p>Mrs Parkar stressed the Family Centre is open to the community who are also welcome to attend workshops. Any new ideas for trips or workshops always welcomed by the Family Worker Team.</p>

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Meeting closed at: 10:00am