



Parent Forum

Aims and Objectives

These Aims and Objectives were reviewed, updated and agreed at the meeting of the Parent Forum held on 21st October 2015. They will be reviewed annually.

Aims and Objectives

1. The Parent Forum aims to provide an opportunity for parents and carers to meet with each other and with representatives of the Governing Body to share ideas about the education of their children and to support the school.
2. The Governing Body and staff of the school aim to consult, liaise with and be open and responsive to the Parent Forum.
3. The objective of the Parent Forum is to give voice to the views of parents and carers on matters of importance to the school as a whole, but is not a channel for individual complaints and issues. Matters involving individual children, families or members of staff will not be discussed.

How the Parent Forum works

1. The Parent Forum is a consultative and advisory forum, reporting directly to the Governing Body.
2. The Parent Forum welcomes contributions from all parents, carers, governors and staff of the school.
3. Meetings are held three times a year.
4. Meeting days and times are regularly reviewed and agreed to suit the majority.
5. Meeting dates are agreed and published in advance.
6. Contributions to meeting agendas are invited in advance. The final version of the agenda is determined by the Parent Governor Link or Chair of Governors in consultation with the Head teacher, and published at least one week in advance on the school website.
7. Meetings are chaired by the Parent Governor Link or Chair of Governors.
8. Notes of the Parent Forum meetings, including action points agreed are distributed to all families.

9. It is the responsibility of the Parent Governor Link to communicate with the Governing Body and the Headteacher, and to report on the matters raised and actions agreed at each meeting of the Parent Forum.
10. The Parent Governor Link then brings a response to that report from the Governing Body and the Head teacher to the next meeting of the Parent Forum. This response is also published in the notes of the meeting.

Next Review Date: October 2016