

Guide to the Parent Forum

What is the Parent Consultation Forum?

The Stour Academy Trust recognises the value of parent forums as a means of having a sustained dialogue with a committed and informed group of parents on a range of issues that impact on their day to day life with the school which affect them and their children.

Every parent/carer with a child enrolled at the school has the opportunity to become a member of the parent forum.

As a member of the parent forum, you have an important role in working closely with the school by being asked your opinion by the Leadership on issues relating to day to day matters.

What issues can be discussed

- Parking
- Homework
- After school activities
- Breakfast Club
- After School Club
- Reading books
- Term dates
- Break times
- School uniform
- Communication
- Special events
- Surveys
- Pupil admission number
- Parent evenings
- Curriculum events/workshops for parents
- End of year reports
- Parent View
- School trips
- Residential trips
- Sex education
- Charity Events
- Non Uniform Days
- Healthy schools
- Surveys
- Safety and security
- School's Christian Vision*
- Christian Values*
- Christian Festivals*
- *Schools with a Christian Character

What will happen with our views?

It is really important that the views of the parent forum are taken back to the local governance at the school and the Board of Directors.

All the meetings will be minuted and those minutes will be shared not only with the forum members but all parents at the school and the Board of Directors.

It is the responsibility of the Headteacher to ensure that the issues raised by the forum are discussed with SLT and at staff meetings should it be necessary. The Headteacher will then be responsible for feeding back and responses to the members of the forum.

What happens at meetings?

Meeting will be held once a term. They will be chaired by the Headteacher.

The meeting will take place during the school day to help those members of the parent forum who may have child care issues after school

The Parent Support Advisor will support the Head Teacher in drawing up the agenda. The Head Teacher is responsible for running the meetings; ensuring that the agenda is adhered to; giving everyone the opportunity to have their say; making sure that the meeting keeps to time; agreeing action points at the end of the meeting and who will carry them out.

As this is an informal group, the group will not appoint roles such as vice chair, secretary, etc.

There will, of course be tea and coffee available.

What can I do if I am interested?

- Read the Parent Consultation Policy on the website
- Download an application form
- Send your form back to the office
- If too many applicants then there will be a voting process. The members elected after a vote will serve for one year and can then stand for re-election.