



## Parent Forum Minutes

Date	21/11/25
Time	14.00 start
Venue	Staff room
Present : CD, SH, AC, LB, DC, KR, EF, KZ	
Apologies : JL	

Item	By
• Welcome	SH
• Introductions	All
• Apologies	
• Approve minutes	
Minutes approved, no comments received.	
• Governor update  Louise Caller and Ian Gisborne were re-elected into their respective Chair and Vice-Chair roles. Hayley-Louise Coggins joined as a Governor effective November 2025. Steve Hammond has taken over from Ian Gisbourne as the Governor Lead for the Parent Forum.	SH/CD
• TTRS  Parents asked whether the 6:30pm cut off for TTRS could be extended. CD confirmed that parent feedback has been mixed and the current 6:30pm position was reached as a compromise. There are no plans to change the cut off time. CD explained that participation for children is optional and not monitored, and that 3 minutes per day is all that is advised.	Y6

A family license for TTRS is available for £9 per year and enables access beyond the schools' set hours.	
<ul style="list-style-type: none"> <li>• Y6 residential</li> </ul> <p>Parent feedback from the last Y6 residential was overwhelmingly positive. Initial concerns about the residential taking place earlier in the year did not materialise. The event worked well to help the children and staff get to know each other at the beginning of the year. Parents acknowledge the challenge of running residential and extend their thanks to the staff.</p>	Y6
<ul style="list-style-type: none"> <li>• Term length</li> </ul> <p>Parents asked whether alternative term date structures have been considered and whether there is any possibility for a two-week October half term in the future. CD confirmed that term dates are regularly assessed but that dates for the next school year are already firm. Moving summer term start/end dates and inset days in the future were discussed. CD confirmed that whilst Willesley is an Academy and has some discretion over term dates, aligning with the county and other schools in the area is a priority. This particularly important for parents with older children in other schools.</p>	Y1
<ul style="list-style-type: none"> <li>• Waterproofs – OPAL</li> </ul> <p>Parents noted that Children are not always wearing their waterproofs for outdoor play and asked whether the school was enforcing this. Wellys are mandatory for KS1 when on the field, but otherwise the school's role is to encourage weather appropriate clothing rather than enforce it.</p>	Y1
<ul style="list-style-type: none"> <li>• Body Parts</li> </ul> <p>Parents raised concerns about the age at which children are learning correct/medical terminology for body parts. CD confirmed that this is taught from an early age for safeguarding purposes and to ensure children can report concerns. Y1 sent a message home prior to these lessons beginning. More information including the PSHE and RSE policy documents is available on the school website.</p>	Y1
<ul style="list-style-type: none"> <li>• Behaviour Policy</li> </ul>	Y1

<p>Parents asked whether the school was “naming and shaming” bad behaviour in classrooms such as on mood boards. CD confirmed this is not policy, has followed up with staff and has no concerns. The school’s behaviour policy is available online and has a progressive, restorative focus in holding children to account for their behaviour.</p>	
<ul style="list-style-type: none"> <li>• Smart Phone Free Childhood</li> </ul> <p>EF gave an update on the Smart Phone Free Childhood initiative and some of the positive work that has taken place in the local community. CD said that the school supports further dialogue on this topic and would like to encourage parents to engage and express their views. There is no action at present, but further information will be available soon.</p>	EF
<ul style="list-style-type: none"> <li>• Parent survey results – key findings. How can we continue to support and improve these?</li> </ul> <p>CD updated the Forum on parent survey results. The results were very positive. The group discussed the relationships between parents and agreed that there is a strong parent community at Willesley.</p>	CD
<ul style="list-style-type: none"> <li>• Senior Mental Health Lead and ELSA involvement process</li> </ul> <p>CD confirmed that she is the Senior Mental Health lead for the school and is very invested in the mental health of children and staff.</p> <p>Parents who are worried that their child is struggling at school can engage with the ELSA process by talking to their child’s teacher in the first instance. Requests will be triaged by CD and supported where appropriate and subject to resource constraints.</p>	CD
<ul style="list-style-type: none"> <li>• Parent communication</li> </ul> <p>CD requested that parents continue share positive feedback with staff and that any concerns are raised in a kind and constructive manner.</p>	CD
<ul style="list-style-type: none"> <li>• Attendance</li> </ul>	

Overall attendance is 97% which is excellent. CD thanked parents for supporting a positive attendance culture and asked that efforts continue into the future.	
<ul style="list-style-type: none"><li>• AOB</li></ul> <p>CD acknowledged concerns from parents about the difficulties of transporting children to offsite events during the school day. The school are not allowed to facilitate travel arrangements between parents, but parents can of course agree car share arrangements between themselves.</p>	