

## Parents Forum

### Action Plan (22/9/17)

Item to be Acted upon	By Who?	Action Taken	Date completed
<p>Maths evening is planned for 21<sup>st</sup> November. (Explanation of methods used in school)</p> <p>Parents requested an on-line maths programme suitable for children to use at home.</p>	MB		
<p>New parents should be informed about how Foundation children are supervised at lunch times.</p>	MB		
<p>Wasps to send email an order form to parents prior to second hand uniform sale.</p>	MB/ WASPs		
<p>Consistency of format for information evenings.(Year Groups)</p>	SR MB		
<p>Office to include Class/ Year Group details on any communications to parents about children.</p>	SR to speak to office		

Dates and TIMES for events (e.g. Harvest, Xmas plays and Decorations Day) to be available on School web site.	Office		
Letter re-swimming policy to be sent out to new parents and included on the web site.	MB and Office		
Dinner menu on web site needs updating	Office		
Staff to let parents know when children need their rugby boots in school	PE staff		
New members for Parent Forum: School to send out an e-mail to any Year groups no longer represented.	Office		