

Parent Forum Agenda for Annual General Meeting
Tuesday 25th April at 6pm
Victoria Primary Academy, NN8 4TT

1. Introductions and apologies
2. Overview of the work of the Parent Forum
3. Approval of any accounts
4. Appointment of an individual who will review the annual accounts
5. Any resolutions submitted by the Parent Forum
6. Election of members to serve on the Parent Forum
7. Changes to the PF Constitution
8. Parent Forum Survey
9. AOB
10. Close

Next Meeting to be arranged.

Notes from Meeting

Present: Rob Hardcastle, Kaye Aitken, Lily Hawkins

Apologies: Claire Iweka, Simon Cross, Felicity Richardson, Ian Pearson, Claire Byron, William Thallon

2. First twelve months of the Parent Forum have been completed and have covered the following areas with actioned outcomes:

Catering – including menus, ordering systems and costs.

Uniforms – including second hand sales

Changes to secondary timetables to resolve queues

School trips re allocations

Toilet arrangements addressed; new actions pending communications however, additional toilets have been opened.

Parental Survey planned and distributed.

3. No accounts are held by the Parent Forum.
4. No appointment to review the accounts are required.
5. No resolutions to resolve
6. All existing members are reallocated a position on the Parent Forum.
7. There will be no changes to the constitution.
8. Currently analysing Parent Forum Survey responses from 234 families - for the first survey, this a positive total. The data and Edurio large sample will be ready for the June meeting. We will compare the results from each school and trust wide reporting useful narratives.

9. Additional discussions

Trust calendar with events for families and new parents

The Board of Trustees plus the forum members to have a presence at events – Open evenings, school fetes.

Focus groups – SEN Support sessions/groups.

To share achievements of the Parent Forum on websites, newsletter and social media.

The next meeting will be at Sir Christopher Hatton Academy in the Auditorium at 6pm on 27th June.