

Parent Forum

Terms of Reference

The purpose of the group is consultative.



The main aims:

- To foster an active partnership between home and school
- To improve communication
- To act as a 'sounding board'
- To suggest whole school improvements
- To gather feedback
- To gather information from the wider school community and to represent the voice of parents

Organisation

- The group will meet once a term
- The Headteacher will chair the meetings and minutes will be taken and uploaded on the school website
- Other members of staff/parents/speakers may be invited to attend for a specific reason.
- A quorum of three members must be present for the meeting to go ahead. Less than this will mean cancellation

Membership

- 14 parents, two from each class where possible
- Membership is open to all parents and membership from all year groups is encouraged
- Parents are free to choose to attend any meeting
- Governor representation is encouraged

Individual concerns/complaints need to be addressed with the class teacher//HT (following normal school procedure) and will not be discussed at the meetings. The names of individual children or members of staff will not be used at the meetings.

