

## Parent Forum: Meeting 1 Actions

Tuesday 13<sup>th</sup> April 2021

1.30pm on Microsoft Teams

Those present:	
Sonal Balrey	Jane Richardson
Louise Bassett	Nicola Slack
Lloyd Hughes (Chair of Governors – GHA)	Andrew Smith (Great Heath Academy)
Hannah Innis	Sarah Stevens
Bernice Ortiz	

		Action	Outcome
1	Recent survey feedback	No actions required	
2	Communication	<b>Action:</b> AS will ensure that staff send home the termly newsletter this week with details of the termly topics, class reading text, maths topics etc.	Newsletters were sent home within one week of the parent forum meeting.
3	Lunchtimes	<b>Action:</b> AS to feed back to the kitchen staff about the request for dates on menus.	This has been fed back to the kitchen staff to feed back to the catering company.
4	Uniform and PE uniform	<b>Action:</b> AS to ensure that details of the expected PE kit is relayed to parents before the end of term, so that parents can get the correct kit by the new school year in September.	This information is scheduled to go into the newsletters going out on 30 <sup>th</sup> April. It will also be repeated through further newsletters over the summer term.
		<b>Action:</b> AS to make contact with an alternate supplier to investigate options and costs.	We have contacted a local supplier and are in discussion as to whether to move our uniform supply to them. This supplier is local and would allow parents to collect direct from the factory unit.
5	Any Other Business	<b>Action:</b> AS to investigate how the Family Support Worker can be accessed by new parents.	There is now a section on the school website under the 'Parents' tab with full details of who our FSW is, how to make contact and the services offered.

Notes made by Andrew Smith