



## Parent Forum Terms of Reference



### What is the Parent Forum?

The Parent Forum is a partnership between parents/carers and the school. It is a valuable way to share ideas, views, concerns and make suggestions for improvement.

The aims of our Parent Forum will be to:

- work together to improve the education provided for our children
- share information, knowledge and skills
- meet in a mutually supportive environment
- further improve communications between parents/carers and staff/governors

The parent forum does not have any statutory responsibilities, duties or powers in the school.

### Who can be part of the parent forum?

Any parent/carer of children currently at Cherry Orchard Primary School is welcome to join any parent forum meeting. The forum will be chaired by our Deputy, Caroline Jeynes. At times, other members of the school community will also attend the meetings depending on the agenda items and what the school feels they would like to share with the parents, such as new initiatives.

### Why should I be part of the parent forum?

It gives you, the parent/carer, an opportunity to get together on a regular basis with other parents to have your say on what the school is doing well, and suggest ideas of how things could be improved.

### How often will the Parent Forum meet?

Every half term for about an hour. Each term the Parent Forum meetings will be held at different times to try to enable as many different parents to attend who wish to.

During the Autumn Term, meetings will be held in the afternoons just before school pick up.

During the Spring Term, meetings will be held in the mornings just after school drop off.

During the Summer Term, meetings will be held in the evenings at 5:00pm.

### What will be discussed at the meetings?

Anything related to improving the school and further developing the partnership between the school and parents. The meetings will be informal and are an opportunity for an open discussion. Notes of the meetings will be taken and these will be accessible on the school's website.

It is not the forum to discuss concerns or complaints involving individual children, families or members of staff. Individual concerns should be addressed the class teacher, following normal school procedures.

### How can I raise a topic for discussion?

Come to the meeting and, if there is time, bring it up during AOB or add it to the topic suggestions box for a following meeting.