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Apologies Andy (6)

1. **Date of first meeting for next academic year: 13 October 2017** – We would love new representatives happy to have more than one person for each year so you don't need to come to every meeting so don't be shy do feel free to join us on 13th October after drop off until about 10.15am
- 2.
3. **Feedback from teachers on the suggestions on how parents can support the school to help raise writing standards**
4. We were pleased that Mrs Pafreyman joined us for the start of the meeting to discuss plan to improve writing within the school to ensure the school fulfils the SATS and Ofstead requirements. The staff will be having training session in September which should include the best ways to teach spellings. Those that have seen the spelling lists for years 3 & 4 and 5&6 will have noticed some very hard words are included. She explained that a good speller was not just knowing how to spell but also being able to recognise which words you may need to check. We should help by modelling back good speech as being able to talk correctly is the first step to writing grammatically correctly and with good sentence structure. For example if a child says " I go to toilet" model back to them good speech by saying you mean "I need to go to the toilet".
For homework teachers will tell us how long homework is expected to take at the meet the teacher meetings at the start of the year. The homework is for the children and not for the parents so although encouraging children to lay out neatly and to use a pencil is great the children should be doing homework independently.
It was noted that the year 3 homework has been particularly engaging.
There are many parents who write for a living and they would be encouraged to talk to school about coming to talk about how they write. Stuart Pendred has volunteered to work with children to write a play.
5. A letter about writing is included below.

We love writing at West Oxford CP School and our children are enthusiastic and very able writers. We teach writing through exciting and rich texts, from around the world, to ensure that children enjoy the process and make that important link between reading and writing. This approach is called Power of Reading and each Year group has age appropriate texts. More information can be found on: <https://www.clpe.org.uk/powerofreading>

Writing is something that can always be improved and developed and the current government expectations of writing have meant a national drop in writing standards. We are keen to ensure that we still keep the balance of high standards of grammar, punctuation and spelling (GPS) as well as creativity. Parents and teachers working together will achieve this and ensure that children continue to want to write.

Parent Forum fed back to staff that parents want to be involved in this process and there have been consultations with staff. Below is what we will be launching in September to support our children in their writing:

- Writing expectations sent home at the start of the academic year. This will be both the child friendly targets, which children manage, as well as how teachers assess.
- Statutory spelling words sent home at the start of the academic year and ideas for how to practice the words.
- 'Talk homework' set alongside the English homework.
- Children who have put hard work and effort into their writing sent to Mrs Palfreyman for a special sticker and reward.
- Writing display in reception area that celebrates writing from children across year groups.
- Local/parent writers coming into school to excite children about writing and apply it to real life contexts.

Please do contact the school if you would be interested in running a workshop or doing a short talk on what you do and what makes a great writer. We need you!

6. Pupils reports

This year streamlined reports will be introduced these will be less about individual subjects telling us what they have studied and more child focused to where they have done well and where they need help. There will still be some specific subject sections for Math's and English. It is hoped these new style reports will take some pressure off the teachers and will be more useful to parents.

7. Parents survey

Governors had the chance to summarise the main points raised by parents in the survey and identify the key areas for improvement. We will discuss how this fits into the development plan in future parent forum meetings.

In November 2016 a Survey was carried out amongst parents of West Oxford Community Primary School.. There were 68 respondents. The maximum number of responses per year group was 9 and the minimum 2.

Where parent views told us that we are doing well are;

- **The school treats my child fairly and politely 96%**
- **My child feels safe and secure at school 84%**
- **Feel child safe and well supported by the school 91%**
- **The teaching is good 88%**
- **Staff really know my child as an individual 88%**
- **My child enjoys school very much 88%**
- **The school encourages my child to be independent 88%**

Where parent views told us we need to improve are;

- **Impressed with facilities the school is able to offer 52%**
- **Takes account of our suggestions and concerns 54%**
- **Well informed about child's subjects 57%**
- **Feel comfortable to approach the school to ask questions 63%**
- **Accommodation and resources are good 65%**

A working party of governors and the head have analysed these comments and will factor into future whole school development plans ways that the school can further improve.

Here are some of the areas we will be working on;

SCHOOL & ETHOS

- **Further improving transparency by considering a fortnightly newsletter to inform parents of what is happening internally in the school, future plans, school development priorities etc.**
- **Greater emphasis of the Parent Forum on gathering opinions about key whole school development issues**

FACILITIES

- **Financial challenges and priority list shared with parents**
- **Work being done by FRIENDS to fundraise shared at Parent Forum and with wider parent group**

ACCESS TO AND APPROACHABILITY OF STAFF

- **Teachers are usually available on the playground at the end of the day and appointments to see them at other times can be booked via the office**
- **Head is available on the playground and always open to meeting with parents – book an appointment via the office**

WELL INFORMED ABOUT CHILDREN'S SUBJECTS

- **Review of beginning of year parent curriculum meetings**
- **From September 2017 start of parent, 'Book Look,' afternoons where children are encouraged to share with their parents their recent work in school**

8. Communication and perception

How information is presented to Parents and the importance of getting it right: Finance vs Playground meeting example some had reported back they felt that the meeting was just about the playground and had not realized it was also about the school finances. Some felt the meeting was poorly attended but others disagreed and were pleased with the response. All felt that it was important to stress to parents that parent pay is the way school will communicate with parents and that this is not just for paying for trips school dinners. Friends also have a facebook group "Friends of the West Oxford CP School" which all parents are invited to join. Friends check with school if anyone asks to join if they are a parent so it may take a few days to be accepted if we don't recognise the name or photo.

9. AOB

Language – Ms Licata has been teaching some of the children Italian and this has been well received so school are looking to see if this could be expanded next year.

Heat in Classrooms – For a few weeks of the year the classrooms can get very hot, staff are to be asked to open the windows as soon as they arrive and not wait until it is already hot, to close blinds to shade from the sun and use fans where they can.

School play – Some in year 6 have been disappointed this year to have not been involved in the choice of the school play.