

**Parent Forum Minutes**  
**Wednesday, 10 January 2018**

Item		Action
1	<b>Welcome</b>	
	3 parents were in attendance. Discussion was held on how the forum may work and how to draw more people in to attend. It may be too early in the Year 7 time for parents to have an opinion.	Plan another joint meeting with Year 8 parents later in the academic year.
2	<b>ClassCharts</b>	
	Concerns raised by one parent that Class Charts was not live - often mistakes made with attendance. The others present did not use it.	Whole SLT discussion on the use of ClassCharts in general.
3	<b>Internet Safety</b>	
	Discussion on the possibility of a joint parent/child talk on the safe use of the internet.	
4	<b>Parents Evening</b>	
	Parents found the academic early meeting too noisy and felt staff did not know their sons/daughters well enough at that early stage, but did like the meet and greet with tutors.  JFM explained we will be reviewing the parent evening system for the next academic year, but as it stands the calendar will remain. We will, however, be implementing additional parent meetings to keep parents informed of any educational changes etc.	Review of calendar dates for next academic year.  Meet and greet date with SLT established.
5	<b>Newsletter</b>	
	All three parents thought a termly newsletter informing of upcoming trips/events as well as news of the past term would help with communication	To be discussed at SLT meeting
6	<b>Communication system</b>	
	Parents were concerned that texts did not get through consistently.	System looked into and should now be working effectively.