



Frodsham Church of England Primary School

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FRODSHAM C E PRIMARY SCHOOL		Coffee & Chat Minutes
Date & time of meeting	Monday 13th October – 2.30pm	
In attendance	Lucy Kirby Mrs Purdom Mrs Smith Nathalie Bell	
MINUTES		
	<p>Parents discussed 'Keeping informed of your child's progress'.</p> <p>The Headteacher introduced the meeting by explaining that in the end of year 'Parental Questionnaire', parents repeatedly score that they do not feel they are kept well informed of their child's progress.</p> <p>The Headteacher had therefore asked parents to come to this forum to discuss any practical solutions to improve this communication.</p> <p><u>Current Feedback</u></p> <p>The Headteacher explained that currently the communication to parents on children's progress is:</p> <ul style="list-style-type: none"> • Autumn Parents' Evening – as an introduction to the teacher and classroom and discuss how the child is settling into their new class. • Spring Parents' Evening – to discuss the child's progress and look at children's books. Sharing targets for improvement and identifying children who are working below / above expectations. • Summer Report – full and comprehensive report documenting the child's progress throughout the year and assessment results. • Furthermore, if at any time pupils are identified as not making the necessary progress, parents notified would be notified and additional support put in place. <p>Qu. A parent asked whether in the Autumn Parents' Evening more concrete results could be provided to explain how children are performing?</p> <p>The Headteacher replied that by the Autumn Parents' Evening no new data would be available since the end of year report received in the previous Summer term.</p> <p>Qu. A parent asked whether homework could be set through the VLE so parents are able to see what results children are achieving from tests online (eg Sumdog / Mymaths).</p> <p>ACTION The Headteacher took this as an action to discuss and encourage teachers to set where appropriate.</p>	

<p>Qu.</p> <p>Qu.</p> <p>Qu.</p> <p>ACTION</p> <p>Qu.</p> <p>ACTION</p>	<p>The Headteacher asked how well informed parents feel of pupil progress in Reception?</p> <p>Parents replied that there is potentially no comparison yet, so you assume this is how progress is communicated. Furthermore at this young age, parents are concerned about the child emotionally more than academically and assume that if the child is happy in school they are making the required progress.</p> <p>Parents commented that Homework was useful as you were able to look back in the homework book and see how well the child had completed the last homework task.</p> <p>The Headteacher confirmed that this had been a conscious decision by teachers to ensure that all homework is carried out in books so feedback could be given to pupils and progression can be identified.</p> <p>A parent asked if they could to be informed on child's progress 'little but often' instead, to be able to support any development areas at home earlier in the year if necessary?</p> <p>The Headteacher tracks pupils' progress termly. Parents' should be reassured that if teachers had any concerns regarding pupil progress during the year, parents would be informed directly immediately.</p> <p>In cases where more direct interventions had been put in place to support children who were not making the required progress, the Headteacher would ensure teachers were providing feedback to parents' as to whether they were successful.</p> <p>A parent asked if they could be provided with more information on the reading schemes and colour progression as well as what each level is focussing on.</p> <p>The Headteacher concurred that this would be useful for parents to be made aware of and would look into how this could be made available.</p> <p><u>In summary:</u></p> <ul style="list-style-type: none"> • Parents appreciated the feedback forums that were already in place and had a new understanding of the mechanisms operating in the background that were required to score each child against targets. • Parents were reassured that if teachers had concerns about a child's progress, which is constantly monitored informally within school, parents' would be informed and measures put in place to address it. Parents were advised that they should not be made aware of any issues for the first time at the Parents' Evening in the Spring Term. • The Headteacher took away several actions for discussion and implementation with staff, and thanked parents for contributing to a discussion on this area. <p><i>Meeting closed – 3.00pm</i></p>
<p>Date of next meeting</p>	<p>TBC</p>