



Great Gaddesden Cof E (VA) Primary School

'Treat others exactly as you would like to be treated' (Luke 6:31)

Headteacher: Mr M. Beach
 Church Meadow
 Great Gaddesden
 Herts
 HP1 3BT

Parent Forum Meeting

Date: 12th February 2025	Time: 2:00-3:00pm	Location: Staff room
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Attendees:

- Mrs Buckland (Year 4)
- Mrs Ivory (Year 4)
- Mrs Hobbins (Year 4 & 6)
- Mr Beach (Headteacher)

Key: Parent comment/question

Item	Topic & Discussion	Actions									
1.	Welcome to Parent Forum <ul style="list-style-type: none"> • Welcome/introductions 										
2.	Update on Actions from 14th November <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Topic Area</th> <th>Action</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>Start of the day arrangements/drop off</td> <td> Mr Beach to conduct a survey with all parents to review and vote Change team to complete letter writing regarding railings by drop off gates </td> <td> Vote was in favour to keep arrangements as they are Ongoing/To be completed this term Parents in attendance reported that there has been no further feedback. It was reported that the drop-off arrangements and being able to use the garden area for Year 3&4 is much safer. Parents like being able to gather together at the end of the day which is a less rushed part of the day to socialise with other families. </td> </tr> <tr> <td>Clubs</td> <td> Clubs for Spring 2025 to be reviewed Parents to research and share any clubs offered locally to consider. </td> <td> We did receive some recommendations and attempted to open up a couple more clubs but for various reasons, this was not possible. We did open up an upper school Dance club but the uptake was low so this was not viable. </td> </tr> </tbody> </table>	Topic Area	Action	Update	Start of the day arrangements/drop off	Mr Beach to conduct a survey with all parents to review and vote Change team to complete letter writing regarding railings by drop off gates	Vote was in favour to keep arrangements as they are Ongoing/To be completed this term Parents in attendance reported that there has been no further feedback. It was reported that the drop-off arrangements and being able to use the garden area for Year 3&4 is much safer. Parents like being able to gather together at the end of the day which is a less rushed part of the day to socialise with other families.	Clubs	Clubs for Spring 2025 to be reviewed Parents to research and share any clubs offered locally to consider.	We did receive some recommendations and attempted to open up a couple more clubs but for various reasons, this was not possible. We did open up an upper school Dance club but the uptake was low so this was not viable.	
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		<p>Parents in attendance discussed the possibility of lunch clubs sport focused and/or drawing club board games. Baking club would be good to come back for next terms clubs</p> <p>Action taken: MB has contacted Busy Bakers and they do not have availability for this or next term. We are hoping to offer a yoga club in the Summer Term.</p> <p>We will explore some more club options and report back to parents.</p>
Trips	More trips available/on offer	<p>As part of our review of the curriculum, we are completing an enrichment map/overview. This ensures visits/trips are spaced out and learning intent clearly planned for.</p> <p>We have increased the number of trips this term and tried to keep costs at a minimum by using the Community Action Dacorum mini-buses.</p> <p>Each class has a DSSN event this term, Y5/6 visited Cosmos in the Classroom at St Albans Cathedral and later this term Year 3&4 are visiting the Neasden Mandir. We are planning a whole school trip during Small School's week.</p> <p>Could the children complete cycling proficiency & scootability?</p> <p>Action: MB to contact team at Herts County Council to explore booking this Bikeability- Y5/6 Scooterability- Y1/2 This would be on a two year cycle</p>
3.	<p>Areas raised on Parent Survey (September 2024) to discuss:</p> <ol style="list-style-type: none"> 1. Better communication about the curriculum and learning in classrooms <p>We are working on our curriculum documentation currently. The plan is from September 2025, parents will receive a summary/overview of the curriculum for that term and ideas for extending/home learning options.</p> <ol style="list-style-type: none"> 2. Challenging children more 	



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	<p>Suggestions of enrichment would be useful We will factor this into the curriculum overviews for the term ahead that we plan to launch in September. We have also introduced additional homework for children in KS1.</p> <p>3. Meeting the needs of children with SEN &/or Disabilities We are fortunate in such a small school with a relatively low number of pupils with SEND to have a SENDCo one day per week. In some small schools, this would be the HT's responsibility. We have also evolved our staffing structure from January '25 to develop an Inclusion and Pastoral Team. Along with the HT who holds the National Award for SEND Coordination and worked as SENCo before, our capacity to provide effective SEND and Pastoral provision is strong.</p> <p>It was felt that SEND provision has improved and is very good. Parents were complimentary about the positive impact Mrs Aikman (SEDNCo) has made. Discussion was had about half term newsletter/SEND update and coffee morning once a term.</p>	<p>MB to speak to Mrs Aikman about this</p>
<p>4.</p>	<p>Wrap Around Provision Expansion Plans The demand for wrap-around provision is growing. We are currently advertising for a wrap around manager to be able to offer wrap around for more children and from 8-6:00pm</p> <p>The following draft/new pricing structure (when we can expand by recruiting a wrap around manager) was discussed:</p> <p>Breakfast club: 8:00-8:45 £4 After school club: Session 1- 3:15-4:30 £6 (including Nursery children) Session 2- 4:30-6:00 £10 Attendance of both sessions would be £16</p> <p>50% reduction for families in receipt of PPG & tax free childcare vouchers will still be accepted. We discussed that there also would be a reduction for siblings.</p> <p>Parents in attendance agreed this was a fair pricing structure and feel expansion would be really helpful.</p>	
<p>5.</p>	<p>Finance</p> <ul style="list-style-type: none"> We have 29 spaces across the school so a key part of ensuring the financial sustainability will be to increase our pupil numbers. Our PAN is 13 so classes will go up to a maximum of 26. We are keen to ensure our small school ethos and calm environment remains at the heart of growth whilst being mindful of financial pressures. Discussion around our current financial position and there are key areas we need parents help with. For example, at the time of the meeting, £1,163.08 of debt was on Arbor for Wrap Around and Dinners. However, as some people's accounts are in credit, the actual debt is higher. 	



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	<p>It was felt that notifications need to be better on Arbor, issuing reminders, statements and deadlines etc.</p> <ul style="list-style-type: none"> Propose a new Charging and Remissions policy (from after Easter) that will allow up to £20 debt. This is to ensure that we are supporting families to not accrue an unmanageable amount of debt. We do only ask for 24 hours notice to cancel breakfast or after school club (to avoid being charged) as we have a waiting list and cannot give places to families if we are expecting full capacity. <p>Parents in attendance agreed these expectations were fair and reasonable. .</p> <p>Stationary shop was discussed and Mr Beach shared the rationale behind previously implementing this. Parents felt it would be better as a one off contribution annually or termly.</p>	<p>Mr Beach to discuss the operational side of Arbor/invoicing with Mrs Lewis (Finance Manager)</p> <p>MB to discuss further with KS2 Teachers</p>
<p>5.</p>	<p>General feedback -Ongoing E-Safety support and opportunities</p> <p>We have an external consultant (Mary Rebello) delivering an online E-Safety information workshop on 27th February at 8pm.</p>	<p>MB to send out letter/invite with the link for parents to attend the meeting.</p>

Date & Time of the next meeting:

Date: 29th April Time: 8:50-9:50am