



Great Gaddesden Cof E (VA) Primary School

Headteacher: Mr M. Beach

Parent Forum Terms of Reference

Aims of the forum

- To learn about the school community and parental perspectives, context and history
- Raise awareness of the views of our parent community
- Consult on changes, such as projects, policy proposals and local issues in the school community
- Explore views on specific concerns or issues
- Triangulate governor, parent and staff viewpoints
- Gain support for school projects or goals

Membership

- All parents and carers of pupils of our school are automatically members of the parent forum.

Code of conduct

By attending the forum, we expect all members of the community to adhere to the following:

- Show respect to all members of this forum, by listening to and respecting a diverse range of opinions
- Stick to agreed timescales for discussion of topics
- Maintain confidentiality by not mentioning the names of individual members of the community
- Avoid discussing individual circumstances or complaints. These issues will be directed via the school's complaint's procedure instead

Frequency of the forum

- Forum meetings will be held once a half term.
- Forum meetings will last up to an hour and the time of the day will rotate each half from being after drop-off (8:50-9:50) and before pick-up (2-3:00). The aim of this varying time is to enable as many parents to be able to attend as possible.