

Shirley Infant School – Parent Forum – Summer 2

Date: Thursday 19 June 2025 @ 6pm (Held In Person)

Purpose: The parent forum is an important and valued (by both school and parents/carers) communication link. It is an opportunity for parents/carers to provide feedback, seek clarity/confirmation, raise general concerns, and make suggestions. It is a two-way partnership, and the school will also utilise this platform for purposes such as to propose new initiatives, changes, or gain feedback on parental engagement. By working together, we can continue to make Shirley Infant School a great place for children to thrive and support the motto of 'Every Child, Every Chance, Every Day'.

Attendees

FOSIS Co-Chair – [Natalie Steel \(NS\)](#)
Head/Deputy Head – [Cate Gregory \(CG\)](#)
FOSIS Secretary – [Lynsey Powell \(LP\)](#)

Parent Reps

| Attendees | Apologies |
|-------------------------------|-----------------------------|
| Emily Arbery (Hedgehogs) (EA) | Lydia Stammers (Beavers) |
| Rachel Ayrton (Foxes) (RA) | Katie Birts (Otters) |
| Hannah Brown (Moles) (HB) | Charlotte Watts (Moles) |
| Marie Naish (Owls) | Annemarie Clayton (Beavers) |
| Tamsyn Langton (Rabbits) (TL) | Rose Silva (Squirrels) |
| Gayle Doulton (Badgers) (GD) | Waheedah Ahmed (Owls) |
| Caroline Whitworth (Rabbits) | Hilary Pearson (Otters) |
| Tracey Sandell (Badgers) | |
| Rachel Madgwick (Foxes) (RM) | |
| Kirsty Hughes (Squirrels) | |
| Sophie Findlay (Hedgehogs) | |

Agenda

1. Actions from previous meeting
2. Positive Feedback
3. Celebrations / Events in School
4. Library
5. Comms
6. Other

1. Actions from previous meeting

| Item No. | Action | Responsible | Comments | Complete |
|----------|---|-------------|--|----------|
| 4.5 | Speak to Shirley library to see if they are able to come into school promote their reading challenges | CG | <p>CG explained that she hadn't been able to do this yet but would look into it.</p> <p>Update: CG explained that she has spoken to the library and this will start in September.</p> <p>The usual summer reading challenge will be available.</p> | Y |
| 8.4 | Investigate the possibility of parents entering the playground through the current exit gate and exiting via the yellow gates to avoid the clash of parents leaving and those queuing down Wilton Road towards Bellemoor Road | CG | <p>There was an extensive discussion on this topic amongst the attendees of the forum and CG.</p> <p>CG explained her concerns for congestion if the exit point was moved to the current entry point.</p> <p>A number of class reps voiced that some parents seem unaware of the one-way system. CG explained that it's included in the new starter information but acknowledged that there is a lot of information to take in at the start of school so appreciated it could easily be missed.</p> <p>It was agreed that the current system should remain in place but more emphasis be put on enforcing it. This is to include:</p> <ul style="list-style-type: none"> - Reminder in weekly comms - Signage to be displayed. - Additional staff member at the entry point to direct parents to the exit gate from the main playground <p>It was agreed that this would be a topic to be reviewed at the next Parent Forum</p> <p>UPDATE: Collective feedback from class reps was that this has improved.</p> <p>CG added that in September there would be additional staff back out to help manage.</p> | Y |

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|-----|--|-------|---|---------|
| | | | HB agreed to make a plan of the entry / exit that could be shared | |
| 3 | Look into the recording of the hospital activity being uploaded. to Google classroom | CG | CG to follow up with staff UPDATE: Year R reps queried if Year R parents were aware of Google Classroom. CG to follow up with staff. | Ongoing |
| 9.3 | Speak to office team re: uploading of letters to school website | CG | CG spoken to Mrs Enemark – had slipped, but ensuring that they go back on from September. UPDATE: CG explained that the school were currently reviewing all communications that are published on the school website. Concerns raised over too much detail being publically available on the internet about the children and what and where they would be. CG added that it has been agreed that going forwards, weekly comms would only be emailed to parents and not uploaded to the school website. | Y |
| 12 | Create code of conduct for class reps for WhatsApp Groups | LP/NS | Share with Juniors for info. | Y |

2. Positive feedback

- 2.1. Really impressed with the sports day event despite the weather, great attitudes all round from staff, USH youngsters and the children
- 2.2. Love all of the FOSIS events. Kids love them, they're easy for us parents to manage and get involved with. Appreciate the updates also on the amounts raised and plans for month. Fosis are doing a brilliant job!
- 2.3. Have been really impressed with how G has been picking up reading.
- 2.4. It's been so lovely to have our daughter reading to us at home. She loves showing off her new skills, and that is testament to the amazing staff team!
- 2.5. G seemed to be quite engaged all year with the topics.
- 2.6. Good new injuries system
- 2.7. Love the Hedgehog teachers! They've been so wonderful this year.
- 2.8. My daughter seems to absolutely love the Hedgehog teachers. Miss Mantle has made a real impression - funny, caring, superb facepainter!! Mrs Smith seems really 'on it', which is very reassuring. She's also wonderful on the gate, when our daughter has the odd fussy day.
- 2.9. Communication seems better this year than previous years.
- 2.10. Love that they didn't cancel sports day due to rain. Wasn't the most fun for us parents to be stood out in it, but kids were not remotely bothered and I think they would have been so upset if it was cancelled. So I think that was a good decision. Felt most sorry for the teachers! Hope they managed to dry off okay!
- 2.11. Sports day was great - the USH students really encouraged the kids (who had the most fun morning!). Lovely to be invited in to watch, even if we did get soaked haha!

- 2.12. I think the school is a brilliant school. So supportive and nurturing of our little ones. Teachers and senior team all so welcoming and friendly. Great to see them all at the gates in the morning.
- 2.13. Summer fair was fab!! It seemed really busy and we were so glad to see everyone supporting it and having a great time together.
- 2.14. very happy child talking positively about transition already loves school
- 2.15. what a lovely thing wellbeing week was. Really great to start this half term with a focus on wellbeing, and it was brilliant to have the celebration event because my otter didn't even mention the Air track until I saw it on the video (likewise the Indian dancing) and I could see how much he was enjoying both! We don't always realise the opportunities they are getting without seeing it like this. Very impressed.
- 2.16. A massive thank you to Mrs Bailey, Miss Barlow and Miss Mason for a fantastic year in Foxes class. My child has grown in confidence, felt listened to and secure, and had a lot of fun!
- 2.17. Thank you to Ms Longman and Mr Segun for a great year in badgers. You are always so happy, positive and kind.
- 2.18. Ms Longman and Mr Segun thank you so much for all your hard work and support for the children. You have made learning so fun and instil so much confidence in the children
- 2.19. The summer fair was amazing! And it was so great to see teachers and parents all come together for a great event, giving the children a real sense of community! Well done everyone!
- 2.20. Recorder & choir performances were so lovely. Very special things to have been invited to. Mrs Clark is a magician!
- 2.21. Our daughter seems very happy and confident at school, and in herself. That says it all really! A wonderful school!
- 2.22. The recorder recital was remarkable. I don't know how Mrs Clark does it. My son is not particularly musical but enjoyed it, talked about it and joined in and it sounded amazing! Nearly 90 kids playing recorders AND sounding good is nothing short of a miracle.
- 2.23. Mrs Banning had been a fantastic addition to the school, my child absolutely loves her and has been lovely to see the rabbits so settled with their new teacher. -lovely to see so many infant staff at the summer fair, really gives the children a buzz to see everyone joining in.
- 2.24. I would like to echo how amazing Mrs Banning is, she's so great with the children and it's like she's always fit in!
- 2.25. S seems to really like Mrs Banning and from what I can see she's going to be great for the children, so would be nice to let her know. I also think the way the school handled the teacher changes and the plans they have put in place and communicated are really good for the children and seem well thought out to limit the unrest for the children.
- 2.26. S is really happy at school. The sports leaders from USH were brilliant with the kids on sports day.
- 2.27. A huge thank you to Mr Segun and Mrs Longman for all that they do to make the school day fun and exciting for all the children. My son loves being part of badgers
- 2.28. Was wonderful to see so many teachers supporting the summer fair this year, the children love to see them outside of school.
- 2.29. This is just a feedback of appreciation to the reception staff who are always so welcoming, supportive & awesome. From Mr Lomath, to Ms Prince to the new gentleman (forgot the name!). Thank you for keeping things running so smoothly.
- 2.30. A sincere thank you to Miss Peach and Mrs Baddams for giving the children such an amazing & memorable start to their school life.

NS explained that lots of positive feedback had been received which was great to see, she picked out some highlights to share during the meeting.

3. Celebrations / Events in School

- 3.1.** Several parents raising the point about multiple celebration events / sports day all within the same week, could they be more spread out in future?

CG recognised that it was a lot in one week but it's a big pinch point with lots to share. She did acknowledge the need to make dates a little clearer.

RM added that there some confusion with parents as to what they could attend versus what they couldn't.

RA said that the specific newsletter about Healthy Week was really helpful to be able to have conversations with the children about what they had been up to.

- 3.2.** Could the shorter celebration events start at 3pm so closer to the end of the school day and easier for working parents.

It was agreed collectively by the reps in attendance at in the meeting that the start time of 2.45pm should stay the same. CG said that she would speak to the office about adding more detail to help parents to know if they needed to be there at 2.45pm (for a performance) versus from 2.45pm to look at books / artwork.

4. Library

- 4.1.** Library books – could there be some sort of check / filter that the library book chosen by the child is appropriate for them?

CG said that she would ask staff to check appropriateness of books as they work through the catalogue check that they are doing that the moment. She added that if a child does bring home a book that a parent considers inappropriate please speak to the class teacher and ask them to swap it.

CG added that the library is now closed to enable a full catalogue check, she asked that all library books to be returned by Friday 27 June 2025

5. Comms

- 5.1.** Weekly comms – is it possible for only the relevant info for each year group to be sent?

CG advised that unfortunately this would not be possible as it would add a huge amount of administration burden and could increase the possibility of errors.

Many of the class reps in attendance agreed that it was useful / good to know what was happening in other year groups.

- 5.2.** Weekly comms – frequent typos not being corrected – errors repeated a couple of weeks in a row.

CG explained that she has spoken to the office about this as she had picked them up herself.

- 5.3.** Confusing comms, like sports day email said one thing, then in WhatsApp chat, two teachers had told a couple of parents two different instructions. (Hedgehogs)

CG explained that she had spoken to Miss Mantle about this and she apologises for the confusion caused.

CG added that teachers are now getting weekly comms so they know what has been sent out to parents.

TL asked if in future more detail could be given as to why there was a specific request to wear certain clothing i.e. Hillier's letter and the need to protect the children from ticks due to being in the long grass.

- 5.4.** Suggestion that a parent who is a graphic designer could create a template for weekly comms that the school could use to make the document easier to view on a phone/ipad etc.

CG said that whilst this would be a lovely offer, the school office team only have access to certain software and they do the best they can with the resources

available.

- 5.5. Other feedback (from a neuro divergent parent) who struggles to process all of the information on some of the letters and misses the important info – they gave the wellbeing letter as an example. Could the information be more spread out?

CG said that she would look into this.

NS suggested that perhaps the parent would help review future documents/newsletters

- 5.6. The latest last minute celebration event wasn't communicated widely enough - it wasn't on any of the other dates for your diary and just appeared amongst a lot of other info on a letter. I think an email with the info on its own would have made it clearer for people that the new date was going ahead.

CG recognised that this could have been made clearer and will look to do this in future.

- 5.7. More notice for school trips would enable more parents to volunteer to help – example given was Common Trip (Squirrels)

CG said she would look into this with the office.

LP added that whilst sometimes the dates are shared in advance, the detail around what is expected / needed from volunteers and the ask for volunteers comes a lot closer to the date which makes it difficult for working parents to be able to get time off.

6. Other

- 6.1. Use of phones in school playground – could there be encouragement from the school not to use them or a ban be considered?

CG asked if the class rep could get more context / clarity over what the parent's particular concern was.

- 6.2. Doors to the school - Can the doors to school be open once the gates are open – often the children get into the playground but can't get into the school – particularly Year 2.

CG said that she was aware that it happens occasionally but wasn't aware that it's become a regular occurrence. She explained that normally staff check that the door is open before the double gates are opened.

- 6.3. Changes in days (library / PE) – one parent share that they find it challenging when the days assigned to specific things aren't always when the activities happen – PE. For some children this affects them, we warned our child about the nurse visiting and doing height/weight - but then they told us it did not happen.

CG acknowledged that it's hard when things don't happen when they should. She explained that the school staff do their best to keep things as planned but sometimes things happen unexpectedly. We try to prepare children for planned change and unexpected change.

CG explained that the routine for that day is displayed in the classroom and that the teacher uses an 'Oops' card to help support children with unexpected changes.

CG added that in the final summer term lots of transition activities are happening, new Year R parents coming in means that the different parts of the school are needed for those activities.

- 6.4. PE – one parent shared that they are given the impression that PE doesn't happen regularly (Squirrels)

CG explained that the children don't always have the same association with movement being PE but wanted to reassure parents that the children are keeping active.

6.5. World book day - could this be reviewed i.e. allow dressing up as a book character or PJs. A few parents and children alike feel they miss out especially seeing other local school children dressing up.

CG confirmed that this will not be reviewed and that the school's decision to not allow children to dress up is final.

6.6. New Rewards System – RA asked if the new behaviour cards had replaced each year groups' reward systems. CG explained that the behaviour cards were replacing the head / deputy teacher recognition element for the school values now that Marvellous Me will no longer be used. CG added that the school were looking at ways to bring the values / behaviours to life at home too. The Year leaders will be including in their curriculum letters the reward systems that they use.

6.7. Roof on bike shed – RA asked if the roof to the scooter shed would be replaced. CG explained that it would be replaced during August, in time for the start of the next academic year. Post meeting note: the order for the replacement roof was delayed, the roof is now expected to be replaced by Christmas.

6.8. Year 1 Phonics Test – NS wanted to acknowledge how well the Year 1 phonics tests had been handled by the teaching staff with most children unaware that the test was taking place.

6.9. Policy on Cooling Fans in School – GD asked what the school policy was on cooling fans being allowed in school during the hot summer months. CG explained that the school and teaching staff were following the government advice provided for Yellow Heat Health Alerts and as such was comfortable that the children were being kept cool without the need for fans. She added that they can be more of a distraction than a help and are easily lost, causing more upset to the children.

6.10. Road closure – a number of class reps asked about the possibility of the children of volunteers who came forward to support the road closure could be taken into school earlier. CG confirmed that she would be willing to take volunteer children into breakfast club and said she would speak to the council to find out about training requirements and seeing if there would be willing parents to support it.

Outstanding Actions from April Meeting

| Item No. | Action | Responsible | Comments | Complete |
|----------|--|-------------|---|----------|
| 8.4 | Create a plan to show the entry/exit route that could be shared in comms / Facebook | HB | Ongoing from April meeting | Ongoing |
| 3 | Look into the recording of the hospital activity being uploaded. to Google classroom | CG | CG to follow up with staff UPDATE: Year R reps queried if Year R parents were aware of Google Classroom. CG to follow up with staff. | Ongoing |

Actions from June Meeting

| Item No. | Action | Responsible | Comments | Complete |
|----------|--|-------------|----------|----------|
| 3.2 | CG to speak to office about adding additional information to | CG | | |

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|------|--|---------|--|--|
| | celebration events to make it clear for parents if needed at 2.45pm (performance) versus from 2.45pm (looking at artwork to help parents). | | | |
| 4.1 | CG to speak to teachers to ensure they are checking the appropriateness of library books | CG | | |
| 5.5 | CG to review newsletters to try and make them more accessible for neuro-divergent parents Class rep to speak to parent who raised it and see if they would be willing to review future versions to support the school | CG / AC | | |
| 5.7 | CG to speak to the office about giving parents more notice of volunteers being required for school trips and what is expected so parents can plan better in taking time off work. | CG | | |
| 6.1 | EA to seek further clarification / context on the mobile phone comment from a hedgehog parent. | EA | | |
| 6.10 | CG to investigate with the council the possibility of starting up the road closure volunteers again. | CG | | |