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HEADTEACHER: MR P RHODES BA HONS NPQH**

**Minutes from PARENT FORUM MEETING – WEDNESDAY, 29<sup>th</sup> NOVEMBER 5.00pm – 6.00pm**

Present staff: Mrs Collins and Mr Winstone

Present parents: Mrs Brooks, Mr Norris, Mrs Gayton, Mrs Friend, Mrs Stiles, Mrs Meekings, Mrs Dhesi, Mrs Watt, Mrs Townsend, Mrs Bannister, Mr Thapaliya and Mrs Tourral-Hopkins

Parent Questionnaires shared and agreed with the group, to go out Monday 4<sup>th</sup> December and Return by Monday 11

We clarified the importance of meeting deadlines for questions in order to respond appropriately.

**Matters Arising from Previous Meeting: WEDNESDAY, 4<sup>th</sup> OCTOBER 5.00pm – 6.30pm**

1. Concerns regarding dangerous parking –DH sent a letter to Parents/Carers and the Office Manager contacted Bexley Traffic and Road Safety Services, voicing parental concerns. School also e-mailed the team (0203 0453947) and this was monitored with several drivers receiving parking tickets. Bexley has said that Parents/Carers should use their phones to photograph the culprits and report it immediately using the web site.
2. Improved Book Bag Design – Representatives from the Parent Forum met with the Uniform Supplier to source an improved bag design. The bag is now available to purchase – initial order of the Backpacks have sold out and have been re-ordered. Feedback on this has been extremely positive, saying it has been a great success and most importantly, is reasonably priced.
3. Improved system around returning 'Lost Property' – Letter to Parents/Carers re. naming all uniform and informing them that Lost Property available at Parents' Evening. Uniform without a name washed and hung on a display rail for Parents/carers to take – donation requested. 2 large boxes now available for lost PE kit.
4. Concerns regarding new homework – staff arranged meetings with individual Parents/Carers to explain system and support where needed.



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AGENDA:

1 Parent Questionnaire – explained and agreed

2 Safeguarding

**Q: Clarity needed as some parents are ignoring the requests not to film or photograph during events.**

Deputy Head to write to parents regarding this.

Office Manager has A3 signage to indicate no photographs or filming, all letters will have a note at the bottom referencing this, staff to re-iterate this at the beginning of each event, opportunity available at end to photograph/film your child.

The staff do endeavour to 'police' this but it would be helpful if parents spoke politely to those sitting next to them who choose to ignore this policy.

Mental Health and Well-being

**Q: What is the school doing to promote SMSC development and how does the school support pupils who are feeling under pressure?**

**What strategies are being used to develop resilience in pupils?**

JC explained that this is a whole school approach and every person involved with children has a duty of care regarding well-being. There is an SMSC link in every lesson.

Parent commented that: *'There is a much better start to the day with staff available and meeting and greeting the pupils.'* *'It's great to see friendly faces.'*

**It is a Whole staff responsibility to ensure the safeguarding and well-being of all our pupils.**

JC shared the following and some of the agencies which enables us to develop a holistic approach to wellbeing:

- SMSC delivered through every curriculum subject
- Tailored support through meetings with Parents: Inclusive Care Plans, EHC Plans, Behaviour Plans, Safeguarding Team, Social Services and EVOLVE.
- Staff Presence at start and end of day
- Timetabling of Breaks and Lunch
- Staff engagement of pupils in play
- Event Days to engage pupils in learning
- School Journeys
- Assembly Programme Whole School and Class and RE Programme
- Nathan Timothy Foundation
- NSPCC: How to Stay Safe
- Inclusion Leader
- Celebration of Achievements
- Awards Ceremony
- House Points
- Ambassadors
- School Council



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- Trained support Staff: Play Therapy, Draw and Talk, Anger Therapy and Bereavement Therapy
- Speech and Language
- Social Interaction Groups
- Clubs: Change 4 Life, Lego, Art, Homework, Sports
- Educational Welfare Officer
- Parent Support – Mandy Beadle
- Behaviour Support – Outside Agency
- Social and Emotional Health Support – Outside Agency
- Termly Meetings with Chews (Child Emotion and Mental Health Service)
- CAMHS

3 British Values

**Q: On specific days e.g. Saints Days, Remembrance Day etc can pupils wear uniforms from the various organisations they represent outside of school?**

JC: There are already pupils who choose to wear uniforms from the organisation to which they belong and we can promote this to ensure recognition and celebration of British Values.

4 Curriculum

**Q: Spelling –greater consistency communicating Test Score to home.**

**Can spelling sheets be adapted to reflect 'Look, Say, Cover, Write, Check' approach?**

JC: Spelling sheets will be adapted and the new format will be implemented for the start of Spring Term.

Handwriting Pens

**Q: Why are pupils being asked to buy their own Handwriting Pen?**

JC: Pens are available in school. We will ensure

**Q: Can you explain the system for reading in KS2?**

JC: Where there is a need and pupils are still developing their decoding of text, pupils are 'listened to' 1-1 more regularly. Pupils are heard reading everyday across the curriculum. Pupils participate in Reading across the breadth of the curriculum on a daily basis and focused reading is planned for in Guided Reading, AIR Time (Accountable Independent Reading) and Library Sessions. In KS2, for the majority of pupils, the focus is on the children's interrogation of the text. Those who need daily rehearsal are planned for differently. Books are sent home to encourage Parents/Carers to read with and to their child and to discuss the text.

**AF questions to be sent home** (See separate attachment)



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**Q: Some of Year 3 are being taught Long Division. Is this an expectation for Year 3 and it is not in the School Maths Policy until Year 6. Both bar method and chunking are also taught. Please could you explain the reasoning?**

OW explained: the Calculation Policy is designed to tailor the curriculum to meet the needs of the individual with the focus on progress and attainment. Therefore, pupils in the same class may have a variety of mathematical understanding and as a result will be taught the method appropriate to where they are in their learning. Where pupils have mastered the concrete and pictorial, then children move on to abstract methods.

**Q: How is feedback delivered by the teacher about pupil progress in wider curriculum areas?**

Parent commented that: *'The communication has develop 1000% over the past few years and I am so pleased with how much notification we get about events with plenty of time to act.'*

JC: As a school we communicate formally: Two Parents' Evenings – Autumn and Spring Terms

- 3 Reports – Autumn, Spring and Summer
- Appointments to discuss progress and Attainment as and when necessary
- Regular Meetings with individual Parents/Carers
- Achievement Event – identified Pupils
- Informally – Meet the Teacher, Open Mornings, Before and After School 'Chats' Achievement Assembly
- Weekly Newsletter
- Annual Calendar of Events available on Website (A year ahead)

## 5 SPORT

Year 3 Swimming Transport

**Q: Monday collection often pupils are waiting around outside in the cold. Can pupils wait inside at Crook Log?**

JC: Office Manager has requested a change to the Monday swimming session time from 2.30pm to 2.00pm, however this is not available. The children will wait inside until the coach arrives.

Preparation for Inter School Competitions (PE)

**Q: For pupils participating in these competitions can there be practise sessions to enable them to be confident in what the expectation is at such events?**

For this to happen Miss Cusselle would need release – she currently has a teaching commitment as well as Sports Leader.

She currently gives up her time: Monday and Tuesday – after school

Thursday and Friday before school. Where possible however significant preparation time is given to prepare children for the events. This is further supported by the Amadeus Cup competitions which are placed a week before each Borough competition to get children up to speed.



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**Q: Communication of Late cancellation of a Club**

All pupils to be notified asap when club cancelled at short notice:

- Office to send Text Office to Follow-up with a telephone call
- Pupils supervised in school until collected by an adult or until collection at finish time of the club

6 Christmas Jumper Day

**Q: Is there going to be a Christmas Jumper Day and when will it be?**

JC: Yes – National Christmas Jumper Day – Friday, 15<sup>th</sup> December  
Charity this year – Save the Children

7 Lunchtime

**Q: Can milk be made available as an option alongside water?**

JC: Office Manager has spoken to Pabulum. Milk is not free for pupils over the age of 5. Meal price would need to be increased if milk is to become an option.

School participates in the Cool Milk Scheme which Parents/Carers can subscribe to. Child have this at morning break.

Year 5 and 6 School Council met with Pabulum on Friday, 1<sup>st</sup> December to give their feedback on the new catering service.

**Q: A concern was raised that a few pupils are discarding the contents of their lunchboxes onto the floor.**

MDS staff do promote eating politely. Whole School and Class Assemblies also promote this. (SMSC).

8 SIMs Agora

**Q: Can Paypal be added as a payment method?**

JC: Office Manager has e-mailed SIMS AGORA and is awaiting a response.

**Mr Norris to email SIMS AGORA.**

**Q: Failing that is there an option to remember the card details?**

Office Manager has e-mailed SIMS AGORA and is awaiting a response.

9 Hire of School Hall/Canteen

**Q: Can the school be hired out for events?**

JC: No. The school has looked into this in the past. The cost of insurance and caretaking is prohibitively expensive and the school must also take responsibility for the Safeguarding of these events.

10 Date of Next Meeting: 24<sup>th</sup> January 2018

11 DEALINE FOR questions 17<sup>th</sup> January 2018