

## **Parent Forum Minutes – Fairfield School**

Date: 19/11/25

Present: Ruth Butterworth (RB), Graeme Jones (GJ), Danielle Grant, Tracey Bennett, Alexandra Wood, Marcia Rojas, Geraint Jones, Ava Del Rio, Hannah Curtis, Tess Thompson, Rachel Jones.

Apologies: Joanna Armstrong, Hannah Rouse (a technical issue with Teams prevented them from attending virtually).

### **1. Welcome and Terms of Reference**

RB opened the meeting outlining the Forum's role as a link between parents and the school to identify common themes, issues and good practice.

- **Frequency:** Termly (3 meetings per year).
- **Governor Involvement:** The parent forum will be fed back to Governors. It is anticipated that Governors will attend future meetings.
- **Parent Representatives:** All attendees will be parent representatives. Only 1 representative needs to attend the termly Parent Forum

### **2. Code of Conduct**

The Code of Conduct for the forum was shared with all attendees.

### **3. Forum Mechanics & Communication**

- **Process:** Parent reps will collate year-group questions one week prior to meetings. This will help identify any specific trends.
- **Transparency:** Minutes will be published via the school newsletter and website.
- **Attendance:** Meetings are open to all parents, subject to prior notification to school (a week before the meeting)

### **4. Curriculum and Assessment**

A discussion was held regarding the school's assessment model under the Curriculum for Wales. Curriculum and assessment were common themes from the questions submitted to parent forum.

- **Context:** National benchmarks have been replaced in Wales and schools assess their own curriculum. The school uses internal monitoring (a monitoring, evaluation and review cycle – an MER), professional learning, and assessment against year group expectations (Above Expected, Expected, Below Expected, ALN).

- **Monitoring:** GJ explained the MER cycle, which includes learning walks, book looks, planning scrutiny, personalised assessments and pupil progress meetings
- **Feedback:** Parents requested this structure be communicated more clearly to the wider parent body.
- **Action:** School to publish an explanation on the website and host a Hwb webinar.

## 5. Teaching and Learning Updates

Teachers have developed the specific "Fairfield Curriculum," resulting in high pupil engagement.

- **Communication:** The forum discussed methods to consistently share successes (e.g., via newsletters).
- **Other areas considered for future discussion:** These included post-inspection updates, neurodiversity training, play-based learning, and outdoor learning.

## 6. Good News

The PTA disco, PTA theatre visit, and broader learning opportunities outside the standard curriculum were highlighted as good things to share.

## 7. Homework and Home Learning

Concerns were raised regarding reliance on digital platforms (Google Classroom glitches) vs. handwriting, and equity of access to resources.

- **Suggestions:** Moving toward physical 'Learning Journals' or activity packs to reduce screen time and encourage family discussion.

## 8. Technology and Wellbeing

The impact of excessive technology on childhood play was discussed.

- **Action:** The forum requested the school investigate hosting a speaker from 'The Smartphone Free Childhood' movement.

## 9. Year 1 Staffing Update

GJ apologised for the timing of communication and any upset caused regarding the change of supply teacher in Year 1.


- **Update:** The priority remains high-quality teaching and learning; the current supply teacher has committed to remaining until at least the end of the Autumn term.

## 10. Year 6 Matters (Dolygaer)

A request from Year 6 parents for a specific meeting regarding the Dolygaer trip was noted.

- **Action:** This request will be referred to Dr. Edwards for scheduling.

### Summary of Actions

Action Item	Responsibility
<b>Publish minutes via Newsletter and Website</b>	School Office
<b>Share Assessment process (Hwb webinar to be arranged)</b>  Fairfield Assessment process overview.pdf	SLT
<b>Share link to Smartphone Free Childhood</b> <a href="#">Smartphone Free Childhood   Resources for Parents</a>	SLT
<b>Investigate Speaker for ‘Smartphone Free Childhood’</b>	School/Forum
<b>Review Homework Format (Explore ‘Learning Journal’)</b>	SLT/Staff
<b>Refer Year 6 Dolygaer meeting request to Dr. Edwards</b>	Staff