

## Parent Forum Minutes – Fairfield School

Date: 25/03/26

Present: Ruth Butterworth (RB), Graeme Jones (GJ), Beth Galluzzo (ALNco), Heather Williams (Year 4 teacher and Health and Wellbeing Lead), Marcia Rojas, James Orton, Ava Del Rio, Rachel Jones, Hannah Curtis

### Welcome

GJ opened the meeting and reminded the attendees of the terms of reference. Parental representatives had collected questions from parents and inputted these into a Google Form. This information was shared with the Senior Leadership Team (SLT) of the school 1 week before. The information collected was split into 3 sections:

- Tell us more
- Good things to share
- Specific questions

### Tell us more

**Homework** - it was felt that there was not much communication about homework. Although the school does not have a 'homework policy' it does have a 'homework statement' - this was shared with the Parent Forum. GJ shared evidence regarding homework from [Education Endowment Foundation](#)

### Next steps

A Google Form will be sent to parents about Homework in Summer 1. The contents of this will form the basis of a new 'homework statement'.

**Supply staff** - The forum asked whether parents could give feedback on supply teachers. GJ explained that when there are planned absences (e.g. teachers attending courses, medical appointments etc..) the school will book supply teachers in advance. However, when it is short notice the school has limited choice. There can also be difficulty booking supply teachers for longer term as often the very best supply teachers are booked up or because many supply teachers choose to work part time / flexibly.

GJ said that feedback regarding supply teachers could be given through the office

**Assessment / ALN support** - GJ shared the school's monitoring, evaluation and review cycle (MER). In general, the school uses summative assessment on a termly basis. These assessments include literacy (reading, writing and spelling), maths, personalised assessments (from Year 2 to Year 6), non-verbal tests, Personal, Social Development assessments. The teachers assess progress on a daily basis in the classroom.

Mrs Gulluzzo (ALNCO) was present and gave a detailed response regarding the school's ALN provision. This includes:

- Universal Provision
- Children on short term booster interventions
- One page Profiles
- How the IDP process works

Mrs Gulluzzo gave an overview of interventions and how they work. These included:

- Nessy
- Infant Speech and Language Links
- Rapid Phonics
- Rapid Writing
- Precision Teaching for basic literacy and numeracy facts
- Talkabout
- Wellbeing groups
- Meet and greets
- Lunchtime nurture room
- Play Therapy
- ELSA
- Handwriting Motorway.

Mrs Galluzzo explained that both parents or class teachers could raise concerns, which were then recorded on the ALN Concerns sheet so she could advise.

### **Next steps**

Share assessment policy / MER with parents during Summer 1

**Hwb** - some parents were unsure about Hwb and when and how it is used. GJ gave a very brief overview.

### **Next steps**

GJ to record a video about Hwb

**Timetabling** - GJ shared the class timetable with the Forum. It was requested that these were added to the school website.

#### **Next steps**

Share class timetables with parents during Summer 1

**Curriculum** - GJ shared the curriculum vision with the Forum. This will also be shared via the school newsletter. GJ shared an overview of the Fairfield Curriculum. The development of the curriculum was recommendation 3 of the Inspection.

GJ shared an overview of the Jigsaw curriculum with the forum. Paper copies of the overview were handed out. Jigsaw is an 'off the shelf' PSE curriculum which the school has been trialling during the Spring. A parental curriculum meeting will be arranged for Summer 1 which will go into more depth on the school's curriculum and share more content from Jigsaw

#### **Next steps**

Curriculum meeting arranged for Thursday 23rd April at 5:00pm

Termly curriculum newsletter / overview to begin in September

#### **Good Things to Share**

- Welsh celebrations and activities were well received, it is lovely to see so many children get involved in a variety of entries and being excited about it. The Grandparents loved the St David's Day show
- Milkshake on Fridays, children are very excited about these.
- Breakfast club and Afterschool Clubs are well integrated and a real asset for the school. Thanks to those who go above and beyond to provide after school clubs
- External visitors are very appreciated - more please!
- Great outdoor space
- Great new floor to replace the old carpets.
- The children have had more opportunities with trips and interesting visitors like the theatre company who came in
- Thanks to the PTA who run brilliant events like the book swap, fayre and discos. These add to the sense of community and are lots of fun for the children.
- Super pleased Mrs MacCleod is back - a big thank you to the TAs for being such consistent figures throughout the year so far.
- Parents appreciate being invited onto the KS2 yard again.

#### **Suggestions**

Can the Eisteddfod be open to other family/close family/friends for children that don't have Grandparents around? - the school will consider this going forward.

More external visitors - the school is always looking to bring in visitors where relevant

Outside space - any plans to use this more. The school is hoping to work with the PTA to reestablish a working bee

All of the above will be discussed during a SLT meeting

### **Specific Questions**

No specific question, but the forum stated that there has been a lot of discussion around the traffic on Dryden Road. GJ shared a leaflet the VoG had distributed to local residents. This was regarding a consultation about installing a FPN camera. The school has reminded parents multiple times about the traffic arrangements around the school. The school has also been in regular contact with the VoG Enforcement team and parents can raise concerns directly with the VoG via their website

### **When will Year 1 be having a school trip?**

Yes, Year 1 trip is planning a trip that will be linked to topic of journeys. More details to follow in Summer term

### **What is the long term plan re: Headship after you complete this Year with the school?**

Ms Lewis is still on sickness absence. Currently, RB and GJ are here until the end of summer term. Any changes/ update to this information would be shared as appropriate with Parents.

### **Can a platform update be considered: moving away from Google Classroom in favour of a more user-friendly interface like Seesaw or ClassDojo to improve engagement for both pupils and parents?**

Consideration will be given in the new year. Google Classroom is embedded throughout the school.

### **Suggestion to improve parent-teacher communication by ensuring teachers and leads are available at the gates during AM drop offs and/or PM collections to allow for casual feedback.**

Teachers / teams should be available at the end of the day. GJ will review to ensure teachers are available at the end of each day

### **Termly Cumulative Reporting: instead of one large end-of year report?**

GJ said that he can appreciate the benefits and that this is a model that many Comprehensive's use. GJ stated that school have a legal requirement to give feedback 3 times a year (Fairfield has 1 parent welcome meeting, 2 parents evenings and an end of year report). GJ said that he would seek the forum/parents input in designing a new report format

### **Summary of Actions**

<b>Action Item</b>	<b>Responsibility</b>
<b>Publish minutes via Newsletter and Website</b>	School Office
<b>Homework - Google Form to be sent to parents and the feedback will be used to form the basis of new homework statement</b>	School/Forum
<b>Assessment policy to be shared via the school website</b>	SLT
<b>Class timetable to be shared via the school website</b>	SLT
<b>Parent Curriculum Meeting - Thursday 23rd April at 5:00pm</b>	SLT/Staff
<b>Parental feedback regarding pupil report</b>	Parents/staff