

Dear parent/carer,

Wrenbury Parent Forum

With the support of the governing body, I am looking to re-establish a Parent Forum at Wrenbury Primary School from September 2019.

Purpose

Regular, open communication and consultation is highly valued at Wrenbury Primary School. The parent forum aims to represent the views of all parents and to be a voice to inform our school of the needs of children and families. It will facilitate communication between parents/carers and staff and governors. The forum will work to provide feedback on provision, offer a parent's perspective on current policy and practice and input into decision making and planning for future provision to make Wrenbury Primary School the best it can be for all its pupils.

This will take place through:

- regular communication with parents/carers
- ensuring a diverse forum membership and representation of views from parents/carers from all backgrounds and sectors of our school community

The forum will NOT be the place to address specific concerns about an individual child or issues relating to individual members of staff. Parents who need to discuss these issues should approach their class teacher or the Deputy/Headteacher in the usual way.

Main Aims

- To support and promote children's learning
- To help the school find out what parents and carers think about important issues
- To involve parents and carers actively in school decisions
- To make plans that support the ways the school wants to develop and improve outcomes for our pupils

Membership

The parent forum's membership is to be made up of a parent/carer representative per year group. If more than one parent/carer puts themselves forward on behalf of their child's year group, the names will be put to a year group parent/carer vote. Membership will be reviewed annually. A member of the senior leadership team will attend meetings and, where possible a member of the governing body.

Meetings and Reporting

Parent forum meetings will be held termly. The agenda will be prepared in advance of the meeting and circulated by email. A typical agenda will include items identified by the governing body and leadership team for discussion and items identified by parents and carers for discussion. Minutes will be taken and circulated at least a week before the next meeting to everyone who attended the meeting, preferably by email. Copies of minutes will be made available on the school website.

If you are interested in applying to be a year group representative on our Parent Forum from September 2019, please complete the Nomination Form.

Kind regards
Bessa Cador



Wrenbury Parent Forum Nomination Form

We aim to have each year group represented on our parent forum.
If you would like to put yourself forward to be a year group representative, please complete this Nomination Form.

Please note:

In the event that more than one person applies to be a year group representative, names will be put to a parent vote [for year group only].

If you have children in different year groups you can nominate yourself for more than one year group on the understanding that

- you can only represent the parents of one year group on the parent forum*
- if more than two nominations are received per year group, it will result in a year group parent vote*

Name		
Child's name		
Please tick your Year Group Representative choice (September year groups)	Year R	
	Y1	
	Y2	
	Y3	
	Y4	
	Y5	
	Y6	

I declare that I have read the purpose and aims of the parent forum.
If nominated, I will seek the views of the parents I represent to share at the Parent Forum, not just put forward my own personal views around important issues, so that there is fair parental representation in all discussions.

Signed _____

Print name: _____

Date: _____

Please return your nomination no later than FRIDAY 21st June 2019 addressed to Mrs Cador. Thank you.