

Minutes of the Parent Forum held at Water Meadows Primary School on Thursday 3rd December 2020 at 14:00

Item No.	Item	Minutes	Action Points	Action by Who
1.	Meeting opened at 14:00 - Present:	Miss Kelly Davies (Acting Headteacher), Sam Webb (PSA), Lisa Attwood, Anne-Marie Fifield, Katie Broadbridge via Microsoft Teams and Sonya Marshall via telephone speaker		
2.	Welcome	Introductions by Miss Davies		
3.	Apologies for absence	Jim Gannon, Ben Martin		
4.	Minutes of Meeting held on	Minutes from last meeting read and approved.		
5.	Matters Arising from previous minutes	none		
6.	Social Media & Facebook	The use of Facebook to advertise the school and all the good and amazing things that are done here at Water Meadows by staff and children which is more important than ever in today's climate. There will be weekly class "WOW" moment. This will be on both Facebook and Weduc. AM asked about safeguarding and how this will be implemented. KD/SW – will get IT department to ensure that it is a closed group and it cannot be accessed by others	Look at closed group	K. Davies/S Webb
7.	Remote Learning Policy	JM – the key thing to note here is that this is in continual development in these unsettled times. Continually adapting and revising the plan. It is a working document. KS1 / EYS – a work pack to be sent home – short videos. Pre Recorded videos on Teams and a suggested time table of lessons to be given. There will be daily contact with parents via TA – twice a week check via the bookable parent evening system KS2 – these will be live lessons delivered via teams. All children will be given a device and this will include IT support. Morning lessons Reading/ Writing, English and Maths – afternoon topic based. Daily contact as before – assignments will be set daily and these can then be uploaded via the device so the teacher can see them and mark them		

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		AM – how will children with EHCP / SEN access this KD – their work will be tailored to their particular needs and also they will have written packs to go alongside the remote learning. TA's will call daily to offer support. On Teams the work will be differentiated.		
8.	AOB	Sonya struggling with accessing Teams via her mobile – SW has said she will get our IT Lady Mrs Gill to call her to see if she can help		
9.	Date of Next Meeting	Monday 25 th January 2021 at 2pm		