

Attendees:

Fran (Finn, Oak)
Hema (Arav, Eagle)
Ahmed (Chair of Governors)
Yasmin (Eamar, Magpie & Parent Governor)
Nazma (Middin, Raven)
Ghita (Daniel, Cedar)
Ana (Senior Family Support Worker)

Items discussed:

Parental Questionnaire

- A new questionnaire will be shared around **11 February**, launched at Parents' Evening via **QR code** and later via **Parent App/email**.
- Questions are based on **Ofsted's Parent View** to help the school understand performance in key areas.
- New elements:
 - Collecting data to compare responses across **ethnic groups**.
 - Adding **"prefer not to say"** for ethnicity.
 - Capturing **communication preferences**, frequency, and parents' **first language**.
 - Ensuring questionnaire is clearly marked as **anonymous**.

Parents are encouraged to email further suggestions before launch.

2. Speech & Language (SaLT) and Occupational Therapy (OT) Drop-In Sessions

- New system to offer **5–10 minute bookable online slots** with therapists.
- These will occur **during the school day**, not during parents' evening.
- Each therapist will offer availability during one working day per term.
- Aim: improve communication, allow parents to understand home–school support links, and make clearer within **annual reviews** how SaLT/OT contribute to **EHCP targets**.
- Effectiveness will be reviewed after initial rollout.

3. Communication Systems (Parent App & Emails)

- Ongoing issues with the Parent App: notifications not received, limited functionality, and poor integration.
- Agreement:
 - Important messages/links should be sent via **email as well as app notifications**.
 - Emails ensure clickable links; app alone does not always work.
- The school plans to **review alternative communication platforms**, ideally one that integrates:
 - Class communication
 - Whole-school announcements
 - Website

4. School Events & Fundraising Feedback

- **Festive disco** raised **£1,000** with no costs.
- Student enterprise stalls raised **£500** for class budgets.
- Class budget income is managed through internal petty-cash systems, allowing classes autonomy over purchases.
- Friends of Spring Hallow fund continues to support key investments (e.g., new café coffee machine, card reader).
- Summer Fair will continue incorporating **student enterprise** activities.

Dates for next meetings:

Tuesday 17th March, 1:30pm

Thursday 14th May, 1:30pm

Wednesday 1st July, 1:30pm