

ROCKMOUNT PRIMARY SCHOOL
MINUTES OF THE PARENT/CARER FORUM MEETING 27th June 2025 at 9am

Attendees:

Parent/Carer Reps: Lesley Baer-Took (Co-Chair / Quartz), Jessica (Co-Chair / Crystal), Siobhan (Quartz & Ruby), Olivia (Topaz), Sally (Sapphire), Alex / Caroline (Emerald), Kate (Zircon), Eloise (Moonstone), Caroline / Clare (Opal), Katie (Onyx), Laura (Turquoise), Dionne / Corinne (Pearl), Becky (Garnet)

School: Jennie Gilbertson (Business Manager), Viv Bull (Deputy Headteacher)

Item	
1.	<p><u>Safeguarding - Misogyny</u></p> <p>Jessica Morris shared a paper she has worked on in order to keep everyone well informed on such a key issue and to support the school in addressing misogyny at many different levels of policy and practice.</p> <p>The Senior leadership Team will look at opportunities for weaving elements into the PSHE and safeguarding curriculums and will explore a possible joint initiative with Downsview Primary.</p>
2.	<p><u>RFC Update</u></p> <p>Regular items for fundraising will be decided at the start of each term. A new board has been established in the lower playground to keep the school community informed about fundraising, targets and upcoming events.</p> <p>Car Boot Sale idea to be held in the playground for the Autumn Term</p> <p>Raffle tickets go on sale from July 7th for the summer fair.</p> <p>Action: to gather more volunteers for the RFC as we move forward</p>
3.	<p><u>Parental Donations</u></p> <p>Suggested letter template to request monthly/annual parent/carers donation was discussed and views shared.</p> <p>Olivia will redraft the letter and share it with Forum reps before taking it back to a Governing Board meeting.</p>
4.	<p><u>Parent/Carer Expertise</u></p> <p>Parents/Carers are keen to volunteer their time to support the curriculum in school e.g. talking about their jobs, sharing hobbies etc.</p> <p>A Google Form will be created and shared to include jobs, interests, hobbies etc at the start of September.</p>
5.	<p><u>Online School Calendar</u></p> <p>a) A link is available on the website under the News and Events/ Calendar tabs. When you click onto 'subscribe' the information appears for you to subscribe according to your device.</p>

Item	
	<p>b) Events are colour coded on the calendar according to whole school events/ holidays etc..</p> <p>c) Parent/Carer consultation evenings, Xmas events and Sports days will be added to the school calendar as soon as they are agreed.</p>
6.	<p><u>Parent/Carer Forum Feedback</u></p> <ul style="list-style-type: none"> • Consensus from reps was to use WhatsApp as the main communication tool as the rep email addresses are difficult to manage. • It is good that we have set PCF meetings in advance this year as this has facilitated attendance at meetings for reps. Meeting dates will be set in advance for the year ahead by the beginning of the academic year. • Other parents/carers do not really read the minutes when they are put onto the website so it was suggested that a very brief summary could be produced to sit alongside the minutes. • Presentations at the meetings from staff, external providers etc are good, e.g. PSHE, Online Safety – parents/carers can refer to the curriculum maps on the website for information. • Representation within the PCF is always considered – encourage more parents/carers to participate with diversity in mind. • Suggestion to have an initial meeting for new parents/carers of nursery/reception. • Reps to speak at curriculum meetings at the beginning of the year <p>Action:</p> <ul style="list-style-type: none"> • Survey to be sent out from last year to reps. How to encourage new reps, Alex to write about how he was opted in and add details to it. • Add to newsletters about reps, especially Nursery and Reception classes. • New email account to be set up for new chairs/co-chairs
8.	<p><u>AOB</u></p> <p>a) School Trips Standard letter was agreed. Additional information about the Parentpay set up will be included.</p> <p>b) Activity Clubs A different booking system is to be introduced in September which will facilitate all year group bookings being released at the same time so it will be easier for parents/carers to manage.</p> <p>c) After School Club Offers for places at After School Club are being issued by Ana following the usual terms and conditions/timeline</p>