

**Parent Partnership - Friday 13<sup>th</sup> October at 9a.m.**

Dear Parents/Carers,

At Blossomfield we are committed to working in partnership with parents to improve the educational experience for the children at our school. Our Parent Partnership Team is made up of staff and parents who meet half termly to reflect on past experiences and plan for the future.

The first meeting of the year is scheduled for Friday 13<sup>th</sup> October at 9a.m. We aim to have parental representation from all year groups in school and we hope that this will be the case this year.

At each meeting we have an agenda and will discuss items brought by staff and any items that representatives have been asked to raise on behalf of parents. On Friday our agenda will include;

- Induction processes and procedures
- The Behaviour and Anti Bullying Policy
- Any items brought by parents

I have included the Terms of Reference for the meeting with this letter, for your information. If you are interested in joining Parent Partnership please come along to the front entrance on Friday morning, you will be made to feel very welcome. If you would like any further information, please do not hesitate to come and see me or make an enquiry at the office.

Yours Sincerely



MB Farkas



## **TERMS OF REFERENCE**

### **Objective**

The objective of Blossomfield Infant & Nursery School Parent Partnership is to facilitate positive and effective two way communication between parents and the school, providing a channel for communication, feedback and suggestions for improvement.

Specifically to:

- Promote the partnership between school staff, its pupils and its parents/carers.
- Develop and engage in activities which support the education and welfare of the pupils.
- Identify and represent the views of the parents on matters affecting the education and welfare of the pupils.

### **Scope**

Specific feedback and suggestions for improvement of:

- Communication.
- New Initiatives.
- Parents evening format.
- School trips and events.
- Views on school policies when they are updated e.g. Behaviour & Anti Bullying policy.

### **Out of Scope**

- Items relating to specific pupils, specific parents or individual school staff which should be discussed one to one with the relevant teacher, Deputy Headteacher or Headteacher as appropriate.
- Decision Making – The Headteacher and Governing Body decide the strategic way forward for school.
- Complaints, which should be dealt with through normal school procedures.

### **Key Responsibilities of Parent Partnership Members**

- To seek feedback and suggestions from as many parents as possible from their respective year group and to relay the outcomes from the Parent Partnership as appropriate.
- To attend Parent Partnership meetings representing the views of all parents in their respective year group.
- To work closely with parallel members to ensure coverage of all parents in that year group.

### **Membership: To attend one meeting each half term.**

- At least one of the Senior Leadership Team. (Mrs Farkas, Head teacher, Mrs Morrison, Deputy Headteacher, Mrs Church, Foundation Stage Leader)
- Three parents per year group.
- Relevant parents nominate themselves as a potential Parent Partnership Member and the parent with the most votes in each year will be appointed. Membership is for one year.
- A parent can represent only one year group.

### **Meetings: Meetings will be held each half term.**

- The chairperson will be a member of the School Senior Management Team.
- Minutes will be taken by a parent who is nominated at the beginning of the meeting.
- It is the responsibility of the chairperson to ensure that:
  - Meetings are scheduled and times and venues communicated.
  - Minutes are posted to the school website for all parents to view with copies available from the school office upon request.
  - Meetings run to time and active participation is sought from all representatives.