



Vigo Road, Andover, Hampshire. SP10 1JZ  
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Head: Mrs R. Dance [www.vigo.hants.sch.uk](http://www.vigo.hants.sch.uk)

## Parent Forum

Minutes for the meeting held on  
 Monday 16<sup>th</sup> September @ 5.30pm

Present:

Year R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Leadership
Clare Lawton Andrew Hiers-Wood	Pip Williams Kimi Ebisine				Gary Lucas	Anne-Marie Jennrich	Suzy Wright Kim Parry

Item	Information	Actions
<b>1</b>	<b>Welcome</b>	
	Apologies from: <ul style="list-style-type: none"> <li>Hannah Carter</li> <li>Nina Oldham</li> <li>Terri Allen</li> <li>Rachel Dance</li> </ul>	
<b>2</b>	<b>Update on:</b>	
<b>2a</b>	<b>Review Terms of Reference</b>	
	<ul style="list-style-type: none"> <li>Terms of reference reviewed and all parent reps happy with these moving forwards.</li> <li>Discussion around when the parent reps would be renewed.</li> </ul>	<ul style="list-style-type: none"> <li>Parent Rep adverts to go out this term to bring some new parents on board. Current parent reps are welcome to put themselves forward again for this role if they would like to.</li> </ul>
<b>2b</b>	<b>Transition back to school</b>	
	<ul style="list-style-type: none"> <li>Discussion around changes to the school and how some of the new initiatives are going.</li> <li>Feedback from parents on Sports 360 is really positive. Some parents are worried that it isn't here to stay which is stopping them moving their children from Scott Centre. Some issues raised is that you can't book past October half-term so it feels a little uncertain. There is also no option to pay monthly even if you are booking a half term in advance. If you book a half-term you have to pay for that.</li> <li>Feedback around the Year R transition was much more positive this year. The transition was flexible and organized and parents really appreciated this.</li> <li>Some issues raised around the congestion outside Seal class with children going into their class and parents walking through.</li> </ul>	<ul style="list-style-type: none"> <li>School to create a video of the new building work to share on the website or facebook page as many parents will never get to see these spaces in school.</li> <li>SLT to explore the morning transition in Year R to see what can be addressed regarding the congestion on the playground.</li> </ul>



<b>2c</b>	<b>Facebook group updates / Social Communication</b>	
	<ul style="list-style-type: none"> <li>Parents are wondering when the Arbor Parent App will be up and running.</li> <li>Mr Lucas has very kindly agreed to set up the facebook groups for each year group. The Year R one he set up has been working well. He will ensure they all have the same header and will invite the parent reps of that year group to be admins. He will stay on each group as a silent admin and can then change parent reps as needed.</li> </ul>	<ul style="list-style-type: none"> <li>School to confirm with parents when the Arbor Parent App will be ready to use.</li> <li>Mr Lucas will provide school with the QR codes for each year group facebook group and school will then place these in the window of each classroom. This will be then highlighted in the newsletter.</li> </ul>
<b>3</b>	<b>Views on:</b>	
<b>3a</b>	<b>School procedure for Blue Badge holders and would welcome any further suggestions</b>	
	<ul style="list-style-type: none"> <li>Issues raised that there are some parents using the blue badge bays whose partner has a blue badge, but are not present with them. This is then meaning that people with a Blue Badge are not able to use the bay.</li> </ul>	<ul style="list-style-type: none"> <li>School office to monitor use of the Blue Badge bays. Anyone found to be using the bay who does not hold a Blue Badge themselves will receive a warning letter from school.</li> </ul>
<b>3b</b>	<b>Parking in the new car park</b>	
	<ul style="list-style-type: none"> <li>It is felt that the drop off zone should have a time limit that is stuck to. Some parents are dropping off and then standing around chatting.</li> <li>Some concerns raised around safety at the drop off zone. The railings being removed now mean that it is quite open and children are wandering past where the cars are moving.</li> <li>Discussion around the lack of Lollipop Lady and the issues this causes to safety out on the road.</li> </ul>	<ul style="list-style-type: none"> <li>School to monitor use of the drop off zone and consider any further actions.</li> <li>School to explore further plans around the walkway next to the cars and whether this can be moved.</li> <li>Parents can contact Hampshire County Council directly to ask about and promote the need for a School Crossing Patrol.</li> <li>School to explore possibility of a zebra crossing outside school as part of the travel plan.</li> </ul>
<b>4</b>	<b>Discussion on:</b>	
<b>AOB</b>		
	<ul style="list-style-type: none"> <li>The PTA is changing with new members taking the lead who are due to meet with the old PTA team and Rachel soon.</li> </ul>	<ul style="list-style-type: none"> <li>Winter Fair date (Friday 29<sup>th</sup> November after school) to be advertised in the Newsletter and google form</li> </ul>



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	<ul style="list-style-type: none"> <li>• There are plans for the Winter Fair in place, but a working party around this is needed and a date needs to be arranged.</li> <li>• It is felt that some emails are still not getting through from Arbor. This could be due to primary contacts only being highlighted for some emails.</li> <li>• The bus from Picket Piece has been cancelled which is causing real issues for some parents in getting to school.</li> <li>• Some paper communications are not always being sent out by teachers when they should be. Parents get one siblings letter and not another.</li> </ul>	<p>used to find people to support and help out.</p> <ul style="list-style-type: none"> <li>• School Office to continue to explore issues being raised about parent emails.</li> <li>• School to explore whether there is anything they can do to support the Picket Piece bus issue.</li> <li>• Teachers to be reminded that letters must go out on the day that they are given.</li> </ul>
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Next Meeting – Monday 11<sup>th</sup> November at 5:30pm