



“Aim High BELIEVE, Fly High ACHIEVE”

National Junior School Parent Forum Terms of Reference

The purpose of the group is consultative.

The main aims:

- To foster an active partnership between home and school
- To improve communication
- To act as a 'sounding board'
- To suggest whole school improvements
- To gather feedback
- To gather information for the wider school community and to represent the voice of parents

Organisation

- The group will meet once a large term (Autumn, Spring and Summer)
- The Assistant Headteachers will chair the meeting and take minutes
- Other members of staff/parents/speakers may be invited to attend for a specific reason
- A quorum of 8 members must be present for the meeting to go ahead. Less than this will mean cancellation

Membership

- There is no maximum number
- Membership is open to all parents/carers and membership from all year groups is encouraged
- Parents are free to chose to attend
- Trustee representation is encouraged

Individual concerns/complaints need to be addressed with the class teacher in the first instance (following normal school procedure) and will not be discussed at the meeting. The names of individual children or members of staff will not be used at the meetings.

