



## **Crockham Hill Church of England Primary School**

### **Parent Council**

#### **WHAT IS THE PARENT COUNCIL?**

The Parent Council is made up of a group of parents, representative of each of the year group and ideally each class in the school. The regular meetings provide a forum for discussion with the Head teacher to help influence decisions made about the school, and in so doing make a real contribution to the school improvement.

#### **OBJECTIVES**

The Parent Council works in partnership with the school to:

- Create a welcoming school which is inclusive for all parents promoting partnership between the school, its pupils and all its parents
- Ensure the children at Crockham Hill have the best possible experience at school.
- Identify and represent the views of parents on matters affecting the education and welfare of the pupils
- Support the work of the School

#### **SCOPE**

The Crockham Hill Parent Council has a consultative and advisory role. The remit of the Council is that of a discussion forum and advisory body, it is not a mechanism for dealing with complaints of any description. It will discuss/debate general issues that affect the welfare and safety of all children. The following is a non-exhaustive list of matters on which the Parent Council will provide a forum for consultation and advice:

- Policies, procedures and protocols which affect the day-to-day operation of the school
- Systems of communication between the school and parents on matters concerning the operation of the school.
- Matters designed to foster greater parental participation and engagement in the education of pupils by all parents

Some topics cannot be addressed by the Parent Council and should be referred directly by individual parents to the class teacher in the first instance or the Head Teacher if the matter needs to be escalated.

This includes matters associated with:

- Matters relating to a particular year group or class (speak with class teacher in first instance)
- School policies and procedures relating to general curriculum issues & details
- Issues relating to individual children or staff
- Individual complaints or grievances

### **HOW IS THIS ACHIEVED?**

The Parent Council will be the forum for gathering, discussing & conveying parental views to the school.

The Parent Council will meet 3 times a year (once every long term). Notes will be taken during meetings and these will be made available to all parents and staff. Meetings will be conducted in a positive spirit, be constructive and solution focused. The impact of its work and Terms of Reference will be reviewed annually by the Parent Council at the end of each academic year, initiated by the Chair.

### **MEMBERSHIP**

Membership of the Parent Council is open to all parents and carers who have a child currently at our School and where possible;

- One volunteer from each year group
- A Parent/Carer to act as Chair
- Head Teacher or Deputy Head Teacher
- Other members of staff will be invited to meetings as appropriate.

If a Parent Council member acts in a way that is considered by other members to undermine the objectives of the Parent Council, they will be asked by the Head Teacher and Chair of the Parent Council to refrain from attending Parent Council meetings.

### **MEETINGS**

Meeting dates are available on the school calendar and published on our termly newsletter. An agenda is produced for each meeting in consultation between the Chair person and the Head Teacher. This is distributed in advance of the meeting to all members.