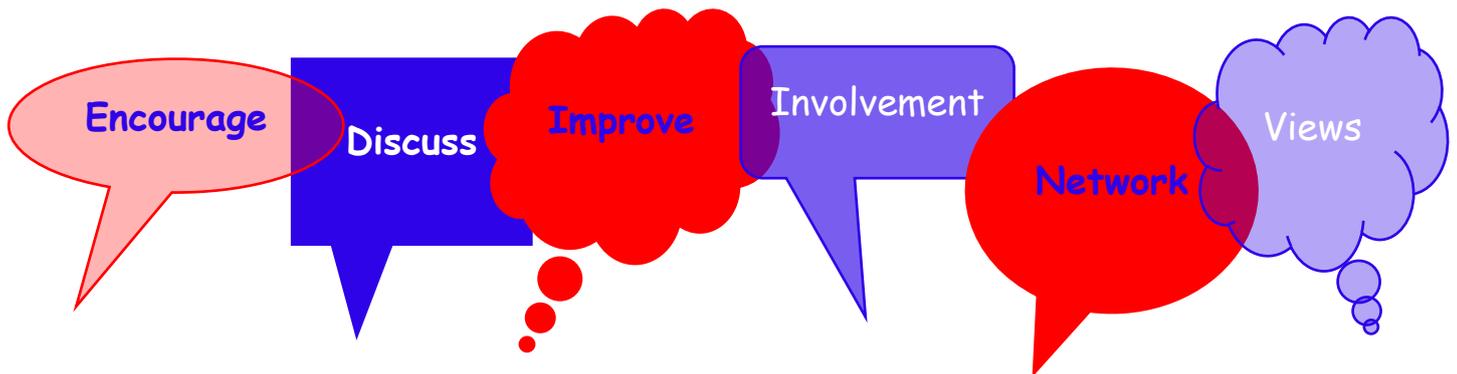
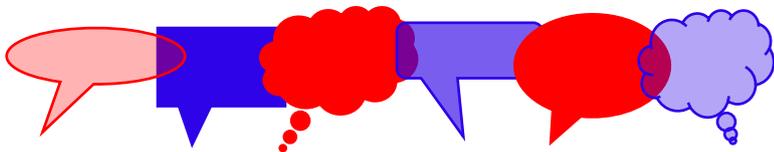


Parent/ Carer Forum Handbook





Statement from the Governing Body of Ysgol Gyfun Aberaeron.

As the governing body, we realise that working in partnership with all stakeholders is very important to ensure that Ysgol Gyfun Aberaeron can provide the very best education and opportunities to our pupils. This forum will strengthen links between the school and the parents and carers of our pupils, so that they can continue to benefit from an exciting and developing provision.

Statement from Head Teacher

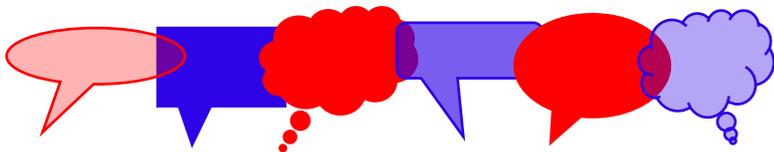
I strongly believe a pupil's success in school is the result of three intertwined factors- the provision offered by school, the effort and attitude of that individual and the support and guidance from their home. In order for us to be able to improve our provision, we need to listen to our staff, our pupils and their parents and carers. This forum will help us address the third aspect and allow us to collect the opinions, criticisms and ideas of our parents and carers during the academic year. I look forward to welcoming you to the school and for the partnership between Ysgol Gyfun Aberaeron and the parents and carers of our pupils, to grow from strength to strength,

Statement from Ms Crouch

'To continue to make Ysgol Gyfun Aberaeron a forward looking and progressive learning environment, for both pupils and staff, it is vital to develop a positive platform where parents and carers can raise views, discuss ideas and work in partnership with teaching staff, governors and Senior Leadership Team, to influence and contribute to school life. You all play a vital role in enriching and strengthening school life, you carry unique knowledge about your child's experiences and I want to work with you all to harness this irreplaceable knowledge and use it to develop our pupils' experiences at school. This can only be achieved through working together and building up a strong, collaborative relationship, built on mutual trust and respect.

"Parental engagement in children's learning makes a difference - it is the most powerful school improvement lever we have."

Harris and Goodall (2007) Do Parents Know They Matter? (p.70)



The Purpose

The vision of Ysgol Gyfun Aberaeron is to develop as a forward-looking, progressive teaching and learning environment, meeting the needs of all our pupils and the community. The parent/carer forum will strengthen the partnership between parents/carers and the school. The principle idea of the forum is to provide parents and carers with an opportunity to contribute to school life. The parent forum aims to encourage parents and carers to take an active role in school life as well as providing parents and carers with the opportunity to give your valued opinions on specific areas of school life.

Our close partnership with home is important to us, it helps to contribute to the welfare and success of all our pupils. It is vital that we endeavour to strengthen this relationship for the education and personal benefit of your child.

What is a parent carer forum?

It will be an informal group where by parents, carers and staff can work together to:

- Discuss issues mentioned on the meeting agenda
- Give opinions on areas of school life e.g school policies

Who is a member?

Parent/carers of all learners on the school roll will be eligible to be a member, as parent/ carer you have the right to advise and inform education.

Meetings of the parent forum will take place at least once per school term.

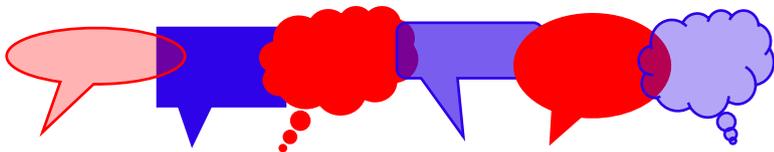
Written notice of each meeting will be given by the school, identifying the item/s for consideration

Meetings will be led by members of the school leadership team, as appropriate to the item/s for consideration

Discussion contributions by parents/carers will not be personalised

There will be no consideration of additional items introduced by parents/carers during a meeting, but items can be added to the agenda prior to the meeting.

Meetings will conclude with an agreed statement of outcome/s which will be considered by the school governing body and/or leadership team, as appropriate, and which will be available on request to any parent/carer unable to attend.



Items for consideration

There will be an opportunity for parents and carers to contribute to this agenda, this will be done:

- At the end of meetings; parents will have an opportunity to submit ideas for the next forum meeting.
- Parents will be able to email suggestions prior to attending the forum.

Note: agendas are set for meetings and all parents/carers have the opportunity to raise points for discussion through afore mentioned methods. When attending forum meetings please keep questions focused on the agenda, if questions arise that are not specific to the agenda in order to get a detailed response please be prepared for staff to respond to you after the forum.

The agenda will be published prior to meetings via:

- Parent mail
- Social media
- School website

Minutes from meetings will be available on the schools website.

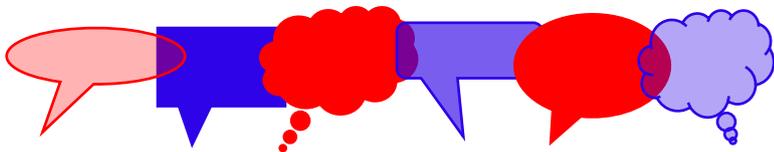
Meetings

Meeting	Date	Focus
Meeting 1	24 th January 2019	Home school links, agenda to follow.
Meeting 2	28 th March 2019	TBC
Meeting 3	13 th June 2019	TBC

- Meetings will run for an hour
- Meetings will start at 6pm
- There will be a set agenda for all meetings- influenced by parents/ carers, staff, SLT and governors.

"At the end of the day, the most overwhelming key to a child's success is the positive involvement of parents."

Jane D. Hull



Attendance

Parents are required to contact the school to join prior to attending meetings of the parent forum. This can be done through:

- Contacting the school office: 01545 570 217
- E-mailing the home school links officer: fforwm@ygaberaeron.org.uk

What a Parent Forum Is

A Parent Forum is a group of parents and carers and provides a forum for them to put forward their views to the Head teacher and Governing Body.

The Parent Forum is representative of all parents and carers in the school community and is an inclusive and accessible way to involve parents and carers in decisions about the School. It is a forum through which parents and carers can be consulted; learn more about the School and how they can be involved in it.

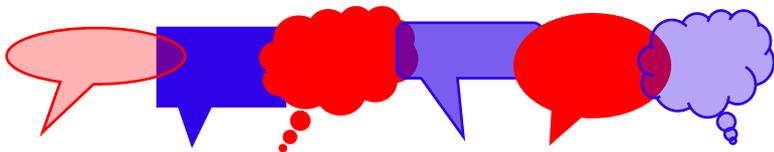
What a Parent Forum is Not

The Parent Forum is not a forum for parents and carers to complain about individual members of staff nor does it have a role in dealing with complaints from individual parents. Parents should follow the School's published complaints procedure if they have a complaint against the Head Teacher, a member of staff, the Governing Body or the School. The Parent Forum is intended to make a positive contribution to the life of the School by putting forward the views of parents and carers.

The Parent Forum is not a fundraising body.

Functions of the Parent Forum

The Parent Forum is not a decision making body, but an opportunity to influence and contribute to the running of the school. The Governing Body remains the decision-maker. The Parent Forum has a consultative and advisory role; it is a means to strengthen the voice of parents and carers and to enable them to express their opinions and influence decisions. Parents and carers are a driving force behind their children's achievements, but also for improving the School system as a whole.



NOTE: *agendas are set prior to meetings and all parents/carers have the opportunity to raise points for discussion through afore mentioned methods. When attending forum meetings please keep questions focused on the agenda, if questions arise that are not specific to the agenda in order to get a detailed response please be prepared for staff to respond to you after the forum.*

Ysgol Gyfun Aberaeron prides itself in having an open door policy, if you have any questions or concerns do not hesitate to contact the school directly.

Contact:

School office

Telephone number: 01545 570 217 **E-mail:** swyddfa@ygaberaeron.org.uk

Home school links officer

E-mail: fforwm@ygaberaeron.org.uk

School website

www.ygaberaeron.org.uk