

Elham Church of England Primary School

Creating lifelong learners guided by God's teaching.



Parent and Carer's Forum Policy

September 2025

Our School Vision

At Elham, we believe that every child is a unique gift from God, with their own potential to flourish and grow. Guided by Christian faith and love, our school is a nurturing community where all are welcomed, valued, and inspired to aim high, act with compassion, and live with integrity. We instil a deep sense of **faith**, hope, and purpose, encouraging our pupils to act with **empathy** and serve others with love.

We are committed to **achievement for all**, ensuring that every child—regardless of background or starting point—is supported and challenged to thrive. We are guided by a belief in encouraging children to dream boldly and persevere with purpose. Learning is our purpose and commitment.

We are a **community**, deeply rooted in our rural location and influenced strongly by our local parish. We are here for our children and their families, and we recognise the central role we play as a part of our village.

We celebrate ambition and through a rich and inclusive curriculum, we help our children grow into confident, kind, and thoughtful individuals who make a positive difference in the world.

Our Narrative

New Living Translation John 6:5-14 Jesus Feeds the Five Thousand

5 Jesus soon saw a huge crowd of people coming to look for him. Turning to Philip, he asked, "Where can we buy bread to feed all these people?" 6 He was testing Philip, for he already knew what he was going to do.

7 Philip replied, "Even if we worked for months, we wouldn't have enough money^[a] to feed them!" 8 Then Andrew, Simon Peter's brother, spoke up. 9 "There's a young boy here with five barley loaves and two fish. But what good is that with this huge crowd?"

10 "Tell everyone to sit down," Jesus said. So they all sat down on the grassy slopes. (The men alone numbered about 5,000.) 11 Then Jesus took the loaves, gave thanks to God, and distributed them to the

people. Afterwards he did the same with the fish. And they all ate as much as they wanted. 12

After everyone was full, Jesus told his disciples, "Now gather the leftovers, so that nothing is wasted." 13 So they picked up

the pieces and filled twelve baskets with scraps left by the people who had eaten from the five barley loaves. 14 When the people saw him^[b] do this miraculous sign, they exclaimed, "Surely, he is the Prophet we have been expecting!"^[c]

What is a parent forum?

The Parent and Carer's Forum is an opportunity for groups of parent representatives to meet to discuss school-related issues. Regular, open communication and consultation with parents and carers is really important to the school. The Parent and Carer's Forum provides a valuable way to listen to your ideas and concerns and seek your views, helping to make sure the needs of children and their families are met.

Meetings are led by senior school staff and, on occasions, governors. Meetings are informal and a genuine opportunity for open discussion. Parents and carers are invited to the Parent and Carer Forums and parents and carers are given opportunities to suggest agenda items in advance of the meeting.

Purpose

The Parent and Carer's Forum will strengthen the partnership between parents/carers and the school and will provide them with an opportunity to contribute to school decision making.

Principles

The school governing body recognizes and supports the role of the Parent and Carer's Forum as part of their statutory duty to have regard to the views of parents and carers. **The Parent and Carer's Forum is**

an advisory and consultative body with no decision making authority. The school leadership team will support the parent forum providing information, support and guidance.

Membership

Meetings of the Parent and Carer's 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.

Sharing the information

Following a Parent and Carer's Forum meeting the minutes will be produced.

Rules

In order for the Parent and Carer's Forum to run smoothly, a set of ground rules has been created by which it will conduct its meetings. By accepting appointment to the Parent and Carer's Forum, each member has agreed to accept these ground rules.

- Confidentiality: items of a sensitive nature will not be discussed outside this forum.
- All issues, whether you raise them yourself or on behalf of other parents, should not be related to a specific child or teacher.
- Members will switch off their mobile phones whilst attending the meetings.
- We will endeavour to stick to the agreed time frame for the meetings.
- One person will speak at a time.
- We will, as members, respect each other's opinions: agree to disagree.
- Ensure contributions are delivered in a positive and constructive manner, even when challenging or difficult issues are being discussed.
- Try to attend as many Parent Forum meetings as possible and offer apologies at the earliest opportunity.

What a Parent and Carer's Forum is Not

The Parent and Carer's 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 and carers should follow the School's published complaints procedure if they have a complaint against the Headteacher, a member of staff, the Governing Body or the School. The Parent and Carer's Forum is intended to make a positive contribution to the life of the School by putting forward the views of parents and carers to the leadership of the school and Governing Body. Comments about the management or operation of the School should be expressed in general terms rather than in terms of a particular individual. **The Parent and Carer's Forum accepts that it is not a decision making body**, but an opportunity to influence and contribute to the running of the school. The Parent and Carer's Forum is not a fundraising body.

Functions of the Parent Forum

The Governing Body remains the decision-maker and provides the strategic leadership for the School. The Parent and Carer's 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. The Parent and Carer's Forum gives parents and carers a route to express their opinions and ideas and the School and the Governing Body a means to sound out parents' and carers' views on decisions about the strategic direction of the School. The Parent and Carer's Forum also supports the Governing Body in promoting the well-being of students. Parents and carers value not only educational achievement at the School, but a commitment to a positive ethos and a range of activities and opportunities beyond the formal curriculum. Involvement in the Parent and Carer's Forum is an opportunity to generate a culture of genuine participation.

Evaluation of the Parent Forum

It is important to ensure that the Parent and Carer's Forum is working for the benefit of parents, carers and the School. In order to do this, the Parent Forum will evaluate to what extent it is meeting its objectives, what benefits and impacts it is having and what might need to be improved or made more effective. It is essential that this evaluation is fed back to the Governing Body, as depending on the outcome of the evaluation, the Governing Body may wish to review the structure or remit of the Parent and Carer's Forum. **The Parent and Carer's Forum objectives are as follows: providing a positive space to advise on parental views, identifying and promoting opportunities, consulting parents and carers, providing parents**

and carers an opportunity to influence and contribute to the school, encouraging parental involvement in the school, encouraging parental networking.

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Approved by the Governing Body on 8th October 2025