

**AGENDA for HIGHAM PRIMARY SCHOOL –
Parent Forum Meeting
Monday 2nd November 2026 – 9.30am to 10.30am**



	Item	Purpose	Documents
1.	Introductions		
2.	Purpose of parent forum		
3.	Parent Protocol sign up	All parent representatives to agree to parent forum protocol to aid to the success of all meetings for everyone.	
4.	School Meal portions – Yr 1, Yr2	Mrs Grattan to update on School meal portions and actions taken by the school.	
5.	Breakfast club – Yr1, Yr2	Parents have requested possibility of an earlier start for Breakfast club opening.	
5.	Extra Curricular clubs – Football and Science club clash – Yr1	Both clubs take place on a Thursday after school. Is there a possibility of swapping one of them so children can experience both clubs.	
6.	Lunch trays – Yr1	Is there a possibility of changing these to stainless steel lunch trays?	
7.	Home reading books poor condition – Yr1	Could parents be asked for donations to replace some of these books as pages were stuck together?	
8.	Trip bookings – Yr3	Can trips be booked in advance to allow for coaches to be booked, instead of parents lifts as some parents cannot transport their children due to work commitments.	
9.	End of school day arrangements – Yr3	Discuss end of day procedures for dismissing pupils	
10.	Parental Engagement – Yr3	What can be done to build positive relationships (in light of falling rolls) with the wider community to retain pupils and encourage new starters. Would further planned enrichment activities for children help support this?	
11.	Music mornings with DJ Walton – Yr3	Parents would like music mornings back to raise spirits and make everyone smile. Discuss implications and how this can be made possible.	
12.	Addition to snack list – Yr2	Could Rice cakes be added to the list of snacks?	
13.	Screen time in Reception - YrR	Parents have requested clarification on screen use in Year R and their options. Parents would also like information on activities carried out in the classroom.	
14.	Donations, Playground Improvements and Pre-Loved items	- Donations of pre-loved books, educational resources and other used school items.	

		- Additional benches or seating to be considered for the playground. - Book Sharing box – small book exchange box near the school entrance. - Pre-Loved Uniform Sales.	
15.	INSET days - YrR	Could INSET days be grouped together into one week as opposed to them being individual days through the year?	
16.	School Uniform - YrR	Affordability – embroidered school badges to be made available to purchase separately Materials – Could school offer more natural fibre uniform options through existing supplier? Parental choice – The above would provide parents with greater choice	
17.	Parents social events and building a school community - YrR	Could school organise an informal social event for parents/	
18.	Christmas card fundraising - YrR	Can children design their own Christmas cards in school that can then be professionally printed and made available for parents to purchase.	
19.	Forest School and Outdoor learning - YrR	Would the school consider introducing Forest School sessions or additional nature based outdoor learning opportunities for Reception children?	
20.	Reception School trips and Educational Visits - YrR	Are any educational visits or school trips planned for Year R for this academic year?	
21.	Hedgehogs Snack policy - YrR	There seems to be a slight difference between Hedgehogs snack guidance and the wider school policy.	
22.	Tapestry - YrR	More personalised interaction and parent engagement requested. More individual updates instead of more whole class updates.ie teachers comment on individual photos uploaded. Clarification on how parent uploads are reviewed and added to the children's journal.	
23.	Weekly Reading books - YrR	Communication with parents when changes to routine occur in terms of If reading books are not taken home on set day.	
24.	Shelter for parents during drop-off and collection - YrR	Could a shelter be provided for parents and children during school drop-off and collection, particularly during the wetter Autumn and Winter months?	
	AOB	For future meetings this needs to be emailed to Mrs Grattan at least 2 weeks in advance of the meeting.	