



# Bridgewater Primary School

## Parent Forum Minutes



Date of Meeting:	27/4/26	Time of Meeting:	2.30-3.00pm
Attendance:	Mrs. Emma Henderson (head teacher), Mr Ian Greaves (deputy head teacher) and Mrs Yvonne Hill (School Strategic Director of Business and Operations)		
Agenda:	<ol style="list-style-type: none"> <li>1. Welcome- aims and purpose</li> <li>2. Strong School Attendance</li> <li>3. Enrichment Opportunities</li> <li>4. Parental Feedback</li> <li>5. Questions</li> </ol>		

1. Introductions and purpose of meeting. Mrs Henderson (EH) introduced the meeting and thanked parents for attending. She explained the reason for these meetings and invited parents to share thoughts and feelings as well as offering ideas so that we can work together to constantly improve.
2. EH began by discussing the importance of **strong school attendance** and the impact this has on children's educational success and wellbeing. EH reminded parents to read the termly school newsletter, which was shown to parents on screen, where attendance will always be highlighted. A reminder of the R(ed), A(mber), G(reen) letters was discussed where personalised attendance information is sent to parents and how it is vital that school and home work together to ensure that this is the best it can possibly be.

EH showed parents the school website, where policies are accessible and it was discussed how adaptations can be made for injury or illness (e.g., a broken bone/wheelchair access). EH reiterated that regular checks are not to put pressure on a return to school but to ensure that children are back in school as quickly as possible and any support can be provided. EH explained how, as a school, we would always approach the parent first to seek their partnership with any issues regarding attendance and follow due process.

EH displayed current school attendance levels, which are improving and above national averages, but said how our aim is to return to 96%+ (pre-Covid levels). Our persistent absentee percentage is better than national average, but again, we would always look to improve it, and need parental support to do so. EH explained the school protocol of sending children home when unwell and how if parents are unsure (especially with KS2 children) it is best to bring them to school and allow for us to make a decision as the day goes on. EH reassured parents that we will always put the health and wellbeing of the children above anything else.

There were two questions from parents concerning the distinction between authorised and unauthorised absences to which EH explained how contacting school to notify us of illness will be authorised but sustained periods would require medical evidence. EH explained how no holiday could be classed as authorised and how split absences for such would be combined and fixed penalty notices would be then sent. There was a reminder of Miss Hopkins' role in school and how a meeting could be arranged with her should any issues or concerns around this arise.

3. The forum moved to its second agenda item – **Enrichment Opportunities**. Mrs Hill (YH) had collated a thorough overview of the extensive activities and opportunities that we have provided so far this academic year. EH explained how we offer these as a chance for outdoor adventures, chances to see live theatre and hear live music as well as take parts in a variety of sporting and creative extras and how, as a school, we want children to thrive on experiences. EH showed the parents, via the school website, photos of some of these experiences which have been uploaded to the school's X (formerly Twitter) page. Parents stated how they are not regular users of this format. It was decided that a choice of future social media platform would be offered to parents within the Summer Term so that school can see a preference, ready for the new academic year, and parents can view (and respond) to events with greater ease and regularity.

YH explained how the booking process for our range of after-school clubs was manual and, therefore, some clubs would appear before others, but it was agreed that the process was as fair and equitable as possible and how the school subsidised many offers, asking for £1 per week per club (other than school bought sporting offers). YH explained how if a child did not manage to register for a preferred club that parents could contact school and ask for them to be added to the waiting list, in case any other child dropped out.

4. The final agenda item was a discussion of **parental feedback** following the most recent parents' evening in school. It was reported how the overwhelming majority of the 115 responses were highly positive of Bridgewater and comments were displayed. EH expressed how pleasing this was to see but how we very much appreciate constructive, developmental feedback which will allow us to consider options for continuous improvement.

EH asked for parents opinions of the session. All agreed that it was very useful and that they would like them to continue. EH said how we hold these forums once per term and would welcome agenda suggestions for next one.

**Parent comments:**

*I believe the topics discussed were very helpful, especially about attendance. I would like for there to be more extra-curricular activities for Reception children.*

*The forum was very useful. We were give lots of information. I would like to suggest a cookery club for Year 5.*

*Thank you for this session. It was very informative. An idea for more awareness of these types of sessions could involve posting on the doors of individual classes in the lead up to the actual day. The same approach may be useful for surveys/parent feedback.*

*The information presented was educational and insightful. The session was helpful. I would like a discussion on general student performance, peer reviews and analysis against what is being achieved within similar schools within Salford. Parents need to be encouraged to attend these forums more.*

**Actions:**

- A choice to be offered to parents concerning which social media platform they would find most accessible to view their children's work and see school updates of enrichment via survey to be sent during Summer Term 2026.
- SLT to consider how promotion of these events can be enhanced moving forwards and future agenda
- SLT to review ASC options for all year groups
- KH to contact parent who asked EH about a meeting

Next meeting: Autumn 1 2026

Date: TBC

Time: TBC