

Bridgewater Primary School

Monday 27th January 2020



BRIDGEWATER
PRIMARY SCHOOL

Parent Forum

Welcome – aims and purpose
Protective Measures
Online Learning

WELCOME

Purpose

Regular, open communication and consultation is highly valued at Bridgewater Primary School. The parent forum aims to represent the views of all parents and to be a voice to inform our school of the needs of children and families. It facilitates communication between parents/carers and staff and governors. The forum works to provide feedback on provision, offer a parent's perspective on current policy and practice and input into decision making and planning for future provision.

This takes place by:

Regular communication with parents/carers

Ensuring a diverse forum membership and representation of views from parents/carers from all backgrounds and sectors of society

The forum is not in place to address specific concerns about an individual child or issues relating to individual members of staff. Parents who need to discuss these issues should approach their class teacher or the Deputy/Headteacher.

Main Aims

- To support and promote children's learning
- To help the school find out what parents and carers think about important issues
- To involve parents and carers actively in school decisions
- To make plans that support the ways the school wants to develop and improve outcomes for our children

Membership

The parent forum's membership is made up of parents and carers of children attending Bridgewater Primary School. We aim to have representatives for each class and year group. Members of the senior leadership team and a representative of the governing body also attend meetings.

Meetings

Parent forum meetings are held every half term. The agenda is prepared in advance of the meeting and circulated by letter. A typical agenda includes:

- Items identified by the governing body and leadership team for discussion
- Items identified by parents and carers for discussion

All meetings start at TBC and will be held in the School Hall.

Protective measures

Risk Assessment

- The LA standard RA proforma with additional school specific guidance
- RA constructed by SLT, Governors and alongside Trade Unions
- Share with staff with opportunity to feed into the RA before school opened in September
- Reviewed alongside current guidance
- Reviewed fortnightly and shared via email to staff and via the website to parents

Cleaning:

- Additional cleaning materials in all areas
- Reminders about regular cleaning of key areas – high contact areas - door handles, tables for multi-use; photocopiers and communal items
- Cleaning procedures from CITY WIDE shared with school
- All overseen by Site Manager
- Fogging of positive case spaces– certificates available

Principles for Staff, Parents and Pupils

Annex A: Principles for staff

- Staff at Bridgewater Primary School must follow these principles as set out by the DFE.
- Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your manager), and access a test as soon as possible.
- Staff will be allocated to a Year Group bubble and where possible not mix with anyone from any other bubble.
- Maintain 2m from all other staff (practically those not in your bubble).
- Clean your hands more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
- Use the 'catch it, bin it, kill it' approach.
- Avoid touching your mouth, nose and eyes.
- It is preferable that face masks should not be worn in school and that staff follow the 2m social distancing protocols. Where this cannot happen, face masks are permitted if agreed by the Headteacher. (Local restriction guidance)
- Cleaning is everyone's responsibility. Clean frequently touched surfaces often using standard products, such as detergents and bleach.
- Think about ways to modify your teaching approach to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).
- Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.
- Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.
- Prevent your class from sharing equipment and resources (like stationery).
- Keep your classroom door and windows open if possible for air flow.
- Limit the number of children from your class using the toilet at any one time.
- Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms. Staff room capacity of 7 eating at any one time.
- If a class needs to close, online learning will be set for children not in school.
- All visitors to school must be approved by EH.
- Make sure you've read the school's updated Recovery Plan, Risk Assessment and Behaviour Policy.

How we reinforce rules with pupils

- Teachers and staff reminders - lessons in first week back
- Keep distance wherever possible
- Hands Free School
- Regular reminders in lessons and assembly
- Posters around school
- Behaviour policy – rewards and consequences
- Use of water fountains – bought especially (mouth water fountains not in use)
- Toilets labelled
- Individual play equipment for classes/bubbles
- Different ways to say hi – other than touch
- Daily PSHE
- Signage everywhere
- PE kits – no changing in school
- Separation of playgrounds/staggered play
- Zoom assemblies

Communication with parents

- Newsletters
- Letters - Include Gov advice and links
- Texts
- Website – COVID page
- Available in different languages – support from EMTAS
- Directly on the gate by key staff
- Posters around the school gates, fences and main entrances
- Phone calls to individual families as required – pastoral, office, teaches, SLT
- LH Health Improvement Officer – handed out COVID Packs
- COVID Packs – Health Improvement Officer LH
- Parent Forum (virtual) - 26th Nov 2 items on agenda are Protective Measures and Online Learning

Monitoring of expectations:

- Daily walk rounds from SLT
- Weekly meetings and reminders for staff
- Daily checks and key jobs identified to be prioritised and completed by cleaning staff (PT oversees this)
- SLT encouraged to challenge rule violations
- Every SLT/phase meeting agenda
- Risk Assessment
- SLT dinner duty daily
- Classroom environment check in September

Online Learning

Remote education plans are agreed as follows:

- In the event of an individual, group or 'bubble' of children having to enter into a period of isolation, online learning and/or workbooks will be provided.
- Learning will be the same as the learning of children attending school.
- Google classrooms, Purple Mash and Tapestry will be used to deliver online learning.
- Ipads will be available to any children who do not have access to home devices.
- Teachers will check on children completing home learning and will offer support to children and parents as requested.
- Teacher will conduct telephone calls to all children not accessing online learning/collection of work after day 2.
- Teacher will inform SLT if not accessing online learning.

Evaluation and next steps

- Less uptake in younger classes
- Calls home have helped
- IT issues
- Surveyed staff for their thoughts
- Shared good practice
- Surveyed Year 6 parents for their thoughts
- Recent training on Google Classrooms

Next meeting

- Spring Date TBC
- Any ideas for the agenda, please email school bridgewater.primaryschool@salford.gov.uk
- Or add to our suggestion box at our school office – not at this time.