Meadows First School
Parent Forum Minutes Friday 23rd November 2026

Attendees

- Shandeep Kaur Sandhu
- Rebecca Newton
- Hannah Blackall
- Navinder Sheera
- Michelle Gough
- Rebecca Maughan
- Sarah Holloway
- Amanda Radlowe
- Mr Satchwell
- Mr Tunnicliffe
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1. Friends of Meadows – PTA

Recruitment and parental involvement

- Mr Satchwell highlighted the difficulties with recruiting parents to get involved in Friends of Meadows.
- One parent suggested making it clearer what roles and responsibilities are involved, providing parents with a job description so they understand what is expected of them.
- One parent suggested inviting fathers to events such as Father's Day and mothers to events such as Mother's Day to encourage greater involvement.
- One parent suggested that, when jobs were not allocated at events, some parents felt they were not needed. It was suggested that Friends of Meadows could actively let parents know when events are coming up and explain how they can help.
- It was felt a move to encourage parents to get involved by ensuring participation feel more like a social event could help.
- Parents felt that transparency is important regarding fundraising, including how much money needs to be raised, the amount being targeted and what the money is being spent on. Parents may be more motivated to contribute.

2. Getting Parents into School

- Discussed increasing opportunities for parents to come into school.
- Parents felt that as much communication as possible should take place, including face-to-face workshops& meetings and written communication.
- Face-to-face communication was considered particularly valuable, although written communication would also be used.
- School agreed to map out opportunities for parents to come into school, including curriculum events and transition activities across the year with plenty of notice.
- Discussed how to involve working parents who may find it difficult to attend school events during the morning. One parent suggested that morning events may be more suitable (9am) for some parents than afternoon sessions which start at 3.30pm.

- Discussed whether a parent forum could take place later in the day (5pm) to encourage more parents to attend.
- It is important to make it clear to parents what each event involves, with clear information about the purpose of the event. For example, if it is a reading workshop; what is its focus?

3. After-School Clubs

Maths and coding clubs

- Discussed the challenges of running after-school maths and computer coding clubs, particularly the difficulty of recruiting good providers and the associated costs.
- It was noted that a Pokémon Club is being organised.
- Suggested asking parents about their skills, strengths and interests to identify whether they could support or deliver after-school clubs.
- Discussed the possibility of running a maths club through Mathnasium.

5. Screen Time

- Discussed restricted screen time and how much screen time pupils are currently having.
- Noted how important it is to communicate big changes like changing spelling tests so all parents are well informed about what is changing and why the change is happening.

Actions and Next Steps

1. Explore ways to increase parental involvement in Friends of Meadows.
2. Make roles and responsibilities clearer for parents who wish to volunteer.
3. Improve communication about upcoming events and explain how parents can help.
4. Map opportunities for parents to come into school, including curriculum and transition events.
5. Consider alternative timings for school events to support working parents.
6. Ensure fundraising targets and expenditure are communicated transparently.
7. Explore parental skills and interests as a way of supporting after-school clubs.
8. Consider pupil questionnaire responses and screen-time habits.