

**ROCKMOUNT PRIMARY SCHOOL**  
**MINUTES OF THE PARENT/CARER FORUM MEETING 14<sup>th</sup> March 2025 at 9am**

Attendees:

**Parent/Carer Reps:** Jessica (Co-Chair / Crystal), Siobhan (Quartz & Ruby), Carolina (Emerald), Rachi (Onyx), Olivia (Topaz), Sally (Sapphire), Kate (Zircon), Helen (Moonstone), Caroline (Opal), Laura (Turquoise), Katie (Onyx), Becky (Garnet), Clare (Opal)

**Apologies:** Lesley Baer-Took, Karen Stavenhagen

**RFC:** Dionne King, Laura Hiles and Tatjana Sarapa

**School:** Helen Carvall (Headteacher), Jennie Gilbertson (Business Manager), Amber Pearless (Deputy Headteacher), Viv Bull (Deputy Headteacher)

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|      | <p><b><u>Introduction</u></b></p> <p>Jessica welcomed everyone to the meeting and set out the agenda for the meeting.</p>   |
| 1.   | <p><b><u>Fundraising</u></b></p> <p>Fundraising was added to the agenda as the main focus of the meeting. Viv Bull explained that the RFC is lacking in membership. The few parents/carers who form the core of the RFC work very hard to organise the events we do have and to recruit additional helpers for them. The RFC has successfully fundraised over the past few years and recent purchases have included the all-weather turf in the Arena, table tennis tables for the main playground, outdoor gym equipment installations across the playground and the book vending machine used for the weekly ‘School Values Rewards’.</p> <p>Discussions included:</p> <ul style="list-style-type: none"> <li>● Cake sales reorganised for each year group to take a turn</li> <li>● Film night/cinema events</li> <li>● Year Group Disco – possibly held on a Friday evening when there are less children at RCC so that space is available for one of the halls. Suggested grouping of two of the year groups at a time</li> <li>● Croydon Zoo/ Reptile group visits</li> <li>● Sponsored events</li> <li>● Virtual events</li> <li>● Lovely offer from a parent to organise two quiz nights per year for parents/carers</li> <li>● Creating an event planner for the school year listing out all events including a termly event per year group</li> <li>● Contacting local sponsors to sponsor a disco, film night etc</li> <li>● Comedy Show or similar event for parents/carers as a main termly fundraiser</li> <li>● Considering the rebranding of RFC as it is not always clear to everyone that this is the school PTA. Schools with names for their PTA such as ‘Friends of.....’ tend to have a clearer understanding of their group.</li> <li>● Situating an Information Board close to the gate entrance in the main playground.</li> <li>● Creating a core group of people for the Summer Fair and Winter Fair events who recruit helpers to manage specific stalls</li> <li>● RFC coffee and chat mornings held at least monthly to build a group membership and capitalise on interest and event planning</li> </ul> |

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|      | <ul style="list-style-type: none"> <li>• A school 'Wishlist' to support the fundraising messages would be helpful. (Sound system for the main hall, window screens for main hall, floodlighting for the playground/Arena area)</li> <li>• A diagram to show money raised and items bought would be useful for events and for the RFC website page.</li> <li>• The use of QR codes/card readers to enable easy donations at all events, parent/carer evenings etc</li> </ul> <p>The level of interest and enthusiasm from everyone present at the meeting was noted.</p> <p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>➤ A meeting was scheduled for March 28<sup>th</sup> 8.45am for Claire, Caroline, Dionne, Carolina and any other parents/carers interested to meet with Viv and Amber/RFC to create a planner and organise some initial events.</li> <li>➤ Amber and Viv to organise a diagram for the RFC website page to show money raised/spent which can also be used at events as a communication tool</li> </ul> |
| 2.   | <p><b><u>Safeguarding</u></b></p> <p>It was suggested that some information sharing regarding school provision for specific groups of children may be useful so that reps could then signpost parents/carers with queries to the appropriate areas of the school website.</p> <p>Viv Bull provided an explanation of what 'Pupil Premium' funding is and how we use this to support pupils in school. The information for this can be found on the school website under <b>Key Information/Pupil Premium</b>.</p> <p>Amber Pearless provided some information about the SEND needs across the school and the range of provision. This information is available on the school website under <b>Key Information/Special Educational Needs and Disability</b></p> <p>The LA have acknowledged the effective range of provision offered at Rockmount to support children with neurodiverse needs and assigned the school as a local example of good practice for other schools.</p>  |
| 3.   | <p><b><u>Health and Safety - Peer Mediation and Playground Support</u></b></p> <p>(Moved to next agenda due to shortage of time)</p>   |
| 4.   | <p><b><u>Attendance</u></b></p> <p>Queries had been raised as to whether sickness affects a child's attendance percentage as some children had been disappointed that they had not received a 100% attendance certificate for the autumn term.</p> <p>All sessions missed from school affect a child's overall attendance percentage. We understand that it is unavoidable that children are sometimes ill. The target for attendance is 96%+.</p> <p>We have a legal duty to track attendance carefully and to maintain contact and offer support to families when a child has a high record of absences for various reasons or illnesses.</p>  |

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|      | <p>Children with attendance at 90% or below are classified as ‘Persistent Absentees’ and the school is legally obliged to engage these families to improve attendance for the child and/or recognise their right to consistent and appropriate school attendance.</p> <p>Classes are rewarded in school each week for the class with the best overall attendance for the past week and for the class with the most improved attendance for the past week. Additionally, termly certificates are given to those children who manage a fantastic 100% attendance.</p>  |
| 5.   | <p><b><u>AOB</u></b></p> <p>In light of parent/carer feedback, the text and email system of communication between school and families is changing from next week. A letter has been sent out to explain how this will be different:</p> <p style="text-align: center;"><b>New Email and Text Messaging Information</b></p> <p>We will begin to use the new text messaging system with immediate effect and will be using the email system from next Monday 17th March onwards.</p> <p>We will no longer use the Teachers2Parents facility and any parents/carers who had downloaded and use the Teachers2Parents app, will no longer receive notifications from the school via this method.</p> <p>Future email communications will come from<br/> <a href="mailto:noreply@rockmountprimaryschool.juniperwebsites.co.uk">noreply@rockmountprimaryschool.juniperwebsites.co.uk</a></p> <p>Please add this address to your contacts and remember to check your junk prior to this.</p> <p>Text messages will arrive at your inbox from <b>RockmountPS</b>.</p> <p>We are hopeful that this will be a smooth transition, however, if you have any queries regarding the above please contact the school office.</p> |
|      | <p><b>NEXT MEETINGS</b></p> <ul style="list-style-type: none"> <li>● 2<sup>nd</sup> May 2025</li> <li>● 27<sup>th</sup> June 2025</li> </ul> <p>All meetings will start at 9am and convene in the After-School Club room.</p>  |