



Linslade Lower School

Parents' Forum

Terms of Reference

2022-2023

Parent forum is a partnership between families and the school. It is a valuable way to share ideas, views, concerns and make suggestions for improvement.

The aim of the parent forum is to-

- Work together to improve the education of the children
- Share information knowledge and skills
- Meet in a mutually supportive environment
- Further improve communication with all members of the school community
- To gather feedback to continue to improve the school

Organisation-

The forum will meet once a half term.

The Headteacher will chair the meeting and take minutes.

Other members of staff/parents/governors may be invited to attend for specific reasons.

A quorum of three members must be present for the meeting to go ahead. Less than this will mean the meeting is cancelled.

Membership-

There is no maximum number.

Membership is open to all parents and carers from all year groups and is encouraged.

Parents are free to attend any meeting.

Governor representation is encouraged.

Individual concerns or complaints need to be addressed to the class teacher or Headteacher (following the normal school procedure) and these will not be discussed at these meetings. The names of individual children or members of staff will not be used at the meetings.