Minutes of Meeting of Parent Forum held at

Finberry Primary School

13:00 10th November 2021

Item No.	Item	Minutes	Action Points	Action by Who
	Meeting opened at 12.30pm Present:	Present:- Ms Schâringer, Head Teacher; Mrs Mannings, Deputy Head Teacher, Mrs Coleman, Parent Support Advisor. Mrs Giles and Mr Street, Parent Forum members. Minutes taken by Mrs Mannings, Deputy Head Teacher		
1	Welcome	Ms S welcomed the parent forum members and thanked them for their time. Mrs G was welcomed as our newest Parent Forum member. Everyone present introduced themselves. Mrs Coleman introduced herself and her role. She is working at parent support advisor on Monday, Wednesday and Fridays.		
2	Apologies for absence	Apologies : Mrs P		
3	Minutes of previous meeting	Agreed as accurate. No points raised.		
4	Matters arising from previous minutes	Mrs Blake has passed on the suggestion of offering plant milk to the school milk company. Promoting use of local suppliers for uniform has been passed onto the BofD and as a school this is something we will continue to promote. Mrs Blake has added link to latest government advise re: Covid 19 to Weduc. This information is also on the letter that goes out to parents if there has been a positive case of Covid 19 in school.		

		These points have been raised with the Board of Directors. Mr S raised that on this letter it was not clear if this letter meant that someone in the school or class had come into contact with Covid 19 or if they had Covid 19. Ms S confirmed this letter is sent when there has been a positive case of Covid 19 in the class (child or adult) and will ensure this is clearer on the letter. Mrs Blake has followed up with Mr S re: Weduc issues, this has been resolved.	Ms S to clarify Covid 19 point on parent letter.	
5	Online Safety	Ms S presented an overview of how online safety is promoted and taught in school. Teaching online safety in school we recognize that this is both important for the children today as well as being a vital life skill. It is essential in safeguarding children in a digital world. We teach children to be responsible users of technology as well as what to do if something they are not sure about comes up. The school has filters and firewall in place, however, it is still important to teach children how to deal with online safety issues so that they have the skills to deal with these situations. We use a range of tools in school, including:- Use the Project Evolve toolkit in all of our computing lessons. This includes using scenarios about children's online lives and addresses any misconceptions. In addition to this online safety is promoted throughout the day, every day. It is part of our daily school provision. All Trust schools have a group of children who are Digital Leaders, part of their role is promoting online safety. Finberry's group is led by Miss Prime. We celebrate all Internet Safety Days with a range of additional activities. All our practice is underpinned by our Online Safety Policy, ensuring consistency of our high expectations. As a staff online safety scenarios are frequently used in staff meetings as a point of professional discussion about safeguarding.		5

		Our Online Safety Policy is on our website for everyone to access. We share online safety information for families on Weduc and will continue to do so. Mrs C – the theme of Anti-Bullying Week (next week) is about cyber bullying so this is another way in which we promote online safety. Mrs M presented key findings from parent questionnaire (see full script below). We were very pleased to receive 23 responses as it is through parental feedback and working together that we can continue to develop Finberry Primary School. Mrs G and Mr S felt a parent workshop on how to promote online safety at home would be useful. Ms S – we are planning a video presentation led by the Digital Leaders and Mrs Prime to support with online safety at home. We have found in the past that parent workshops in school have not always been well attended and hope that a video presentation will support busy parents with accessing this information more conveniently. Mrs G and Mr S felt this was a good idea. Mrs G added this would be positive for children to hear the message from children. Mrs G raised YouTubeKids as an appropriate alternative to YouTube that she used at home. Other top tips used at home include age restrictions, having a restriction on use of laptop/ ipad, not having a TV in the bedroom. Mr S also raised monitoring use of internet.	Mrs P to prepare online safety video presentation with Digital Leaders.	

		Ms S raised how the school hope in the future to be able to use the learning tools of educational Minecraft as another engaging tool for learning. Mrs G and Mr S felt this was positive. .		
8	Any other urgent business	Mr S asked why there was a 2 week half term in October – particularly in light of the disruptions to in-school learning due to Covid 19 last academic year. Ms S – all schools (which are not private) have the same amount of school days/ holiday across the year. Unfortunately, these days don't always match up. They are the same across The Stour Academy Trust. Parents were consulted several years ago on whether to have 2 weeks in October or May. Parent feedback led to the 2 weeks in October. Mrs G raised that there is going to be a Local Authority questionnaire to all parents about school holidays. Mrs G stated that there are sometimes grants, linked to the pandemic, schools can apply for. She will inform the school if any more of these come up. There were no further questions or points raised. Ms S thanked everyone for their time. We really appreciate that you are giving your time freely in support of continuing to develop our school.		
9	Date of next meeting	Wednesday 12th January 2022 at 1pm.		

Appendix 1

We asked Finberry families:-

1. What is the role of school & parents in enabling children to be safe users online and with digital technology?
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Responses

ID	Name	Responses
1	anonymous	To inform children of the dangers being on line might pose, how to behave towards others on line, ensure they do not give our personal details or pass on anything they are not comfortable with. Encourage them to tell an adult if someone says something they are not sure or happy about. As parents we need to check regularly the sites our children access and who they talk to on online games. Only allow access to age appropriate sites.
2	anonymous	Guidance from parents and teachers ensuring kid content viewing only with fire walls prevent access for content not suitable for there age groups
3	anonymous	I don't quite know about the school but as a parent it's making sure only age appropriate settings are in place. I still think primary school children are not fully understanding of the dangers so in my opinion it's monitoring their history all the time.
4	anonymous	I think both have an important role in educating children on the safe way to use the internet and the games that they play
5	anonymous	Unsure as child is in reception
6	anonymous	Explain how can be not safe
7	anonymous	There is a shared responsibility in educating children to use the internet safely, however I do feel that as more and more classwork is moving to an electronic format and homework is being set online, the school have a responsibility to ensure parents know how to keep their children safe online & know what to look for in terms of early warning signs for online grooming. I think an evening webinar for families from the trust's IT lead could be beneficial across the whole group of schools.

ID	Name	Responses
8	anonymous	parents - should educate themselves on what content is out there; what content your child wants to use/uses; then need to monitor; place limits of usage (upfront); and change as needed. i used to be against 5yr olds using tablets and playing games and watching youtube; but today's reality is much different from my time growing up. technology and online is the linqua franca in today's world. i changed my view - i think kids need to embrace it and parents need to monitor and have checks and balances. schools - i think you should educate on how to use the internet - searching, types of info, how to find, including voice searches as many smart TVs, tablets, phones have. understand the do's and don't's including speaking to strangers on net based open video games like roblox, etc. the need to communicate w/ parents if strangers begin to approach/speak on a given site. teach about the need to limit the time online and why. what are the health concerns and what happens to body/mind (eg lack of exercise, serotonin/dopamine, mental health).
9	anonymous	I allow them to watch the video or content they watch in the common area of the house. When I see or hear content that I don't like, I can easily intervene. It's a problem for us that he is withdrawing to his room and playing with a device. Since he was illiterate yet, he did not meet with correspondence channels. I honestly don't know the next phase. While using technology at school, he watches the content he meets and loves at home. That's why the school sets an example.
10	anonymous	Informing them off what is right and wrong thing to look up and that they should never accept friend request from ppl they do not know. To limit screen time
11	anonymous	To both ensure safeguards are in place to limit what can be accessed inadvertantly, and to educate them on how to avoid and report unsafe material. Understanding the need for anti-virus, why unknown links shouldn't be clicked on, how to verfiy the identiy of a website or email
12	anonymous	To supervise and inform children of online safety
13	anonymous	The school is expected to educate the children on the need to play safely online. They create awareness of possible dangers associated with online surfing. Parents should monitor their children footprints online. They should put in place security measures on the devices of the children to limit websites they could access online.
14	anonymous	As digital technology is the future school and parents should ensure children are able to use it as well as being supervised and making sure only appropriate apps relevant to their age will be able to access.

ID	Name	Responses
15	anonymous	Through technology we can let teachers know what children are doing in school and how we can monitor parental involvement.
16	anonymous	Through technology we can let teachers know what children are doing in school and how we can monitor parental involvement.
17	anonymous	Parent should ensure they teach children how to be safe on line and monitor their online activities. Parent should be aware of what their children see and hear on the internet. Parent should use tools to protect them. Most importantly use parental control to keep our children safe. On line safety education should be delivered more in school. because, children tend to heed instruction and advice from their teacher or school more than that of their parents.
18	anonymous	To remain vigilant and advise children of the potential dangers as well to ensure that children can approach parents or school with any questions or concerns
19	anonymous	Educating children about online safety and how to keep themselves safe.
20	anonymous	Educating them.
21	anonymous	It is important to have the right protection (antivirus, firewall, not age-appropriate content blocked) set up on the devices and/or as part as a broadband package. Parents should be aware that many games are not suitable for primary school aged children due to their violent content. Also, children should not be allowed to use platforms such as Instagram, Facebook, Twitter
22	anonymous	Role of the parents and the school - to ensure children are aware of the dangers online, such as strangers posing as other children, giving out personal details and inappropriate content. They also need to ensure they are keeping track of what they are watching and listening too with parental restrictions and supervision. Making sure what they are viewing online is age appropriate. The school also need to have adequate safeguarding procedures in place.
23	anonymous	To explain how to be online safely. To ensure children are confident to tell a trusted adult if they are worried about anything that happens online. To model healthy usage habits. To explain in age appropriate language the benefits and risks of being online. Parents to set up devices and accounts safely.