

## Parent/Carer Forum: Terms of Reference

---

### **Forum Purpose:**

The Bournville School Parent/Carer Forum provides an opportunity for communication between the school and its parents to exchange information and express opinions on matters that affect the students attending the school.

Although not a decision-making body, the forum has the opportunity to influence decisions through an open dialogue. The forum will discuss items linked to school improvement priorities and have an opportunity for feedback from parents/carers.

It is a genuine attempt to seek the views of parents and carers and to develop a stronger partnership, by improving understanding through communication.

Research clearly states that students do better academically when parents and carers are involved in their education. In fact, most studies have shown that even if a parent is involved in the school itself, the child performs better.

### **Aims of the Forum:**

Members will work collaboratively together to:

- Promote a strong partnership and positive relationships between the school, students and its parents/carers.
- Identify and represent the views of parents/carers on the education provided by the school and other matters affecting the education and welfare of the students.
- Highlight ways in which parents/carers can be involved in their children's learning to improve achievement.
- Provide positive and constructive help and feedback to improve school outcomes.
- Provide formal and informal channels for communication about school events and how parents/carers can become involved.
- Consult on changes, such as projects, policy proposals and local issues in the school community

### **Membership:**

There is an open invitation to all parents and carers to participate in the Bournville School parent/carers forum.

### **Frequency and Venue:**

- Forum meetings will be held at least once a term, or whenever a pressing issue comes up
- Forum meetings will last one hour
- Meetings will take place on site at Bournville School

**In being part of the Parent/Carer Forum, members will:**

- Be positive, constructive and solution focussed
- Respect confidentiality and never name individual teachers, students, members of staff or other parents.
- Avoid discussing individual circumstance or grievances- these issues will be directed via the school's grievance procedures instead
- Support and be guided by the Chair of the meeting
- Keep to time and the agreed agenda
- Attempt to keep individual contributions brief
- Respect others' opinions and ideas by letting them finish without interruption

**Review process:**

- Terms of reference will be reviewed once a year – next review April 2024

I agree with the terms of reference above

Signed..... Date.....