

Mary Howard Parent Forum Agenda Thursday 7th May 2:45-3:30

Mary Howard Parent Forum: Strategic Review and Operational Planning

Minutes: Mary Howard Parent Forum Date: Thursday, 7th May 2026 **Time:** 2:45 PM – 3:30 PM **Attendance:** RM (Miss Mills), SO, LT, KB, LR, DM, RH, SK, JF, SM.

1. Welcome and Introduction

Miss Mills opened the session, stating that the primary goal was to reflect on the current academic year and begin shaping the strategy for the next.

2. Logistics and Operations

- **Trips and Enrichment:** Parents expressed that the current balance of excursions and music service visits is appropriate and not overwhelming.
- **Year 6 Celebration:** There was a discussion regarding the previous Drayton Manor trip. Due to costs, previous parent complaints, sheer volume of other schools attending and staffing challenges, the school will look at an alternative "celebration" for Year 6. Bowling has worked previously but was organised and run by the Year 6 parents and FOMH.
- **Performance Opportunities:** The school intends to move **Young Voices** to an annual event rather than every two years like other schools in the TSSMAT.
- **Music:** Ukulele sessions will continue next year with separate sessions for each school, supported by funding from the Friends of Mary Howard (FOMH) and parent voluntary contributions.
- **The School Day:** Beginning September 2026, school hours will adjust to align with TSSMAT. Care Club timings will be adapted to match previous Care Club sessions (3:15-4:30 or 3:13-5:15). There was a request for a nominal fee for the 3:15–3:30 PM window for working parents to be considered.

3. Digital Systems and Communication

- **Arbor:** Feedback on the platform is mixed; while parents appreciate the clarity for invoices (e.g. for Residential), some still find the payment interface difficult. It was noted that meals/Care Club must be paid for in advance- can this be amended for parents who use salary sacrifice or vouchers?
- **ClassDojo:** This remains the preferred platform for classroom updates, reminders and for real-time communication. Formal letters will be sent via Arbor to prevent so much traffic on Dojo.
- **Financial Support:** Are parents aware of **Tax-Free Childcare vouchers**? VJ will look into advertising this in the newsletter.

4. Year in Review & Strategic Growth

- **Successes:** "Rock up and Read" and the improved quality of lunchtime food were highlighted as major positives this year.

- **Gardening Project:** FOMH has allocated a budget (approximately £150) for the school garden for Mrs Aston Wright to spend.
 - **Actions:** Establish a summer watering rota and irrigation setup amongst parents- we will need a key holder.. School to plan for gardening sessions for each class next year.
- **School Promotion:** Parents were encouraged to act as ambassadors in the community and on social media to boost the school's reputation and enrollment

5. Any Other Business (AOB)

- **Father's Day Breakfast:** Due to staff illness, it will be led by FOMH, scheduled for Friday, 19th June. Costs for adults and children to be confirmed. School Kitchen to be used.
- **Uniform/Supplies:** Orders for book bags and water bottles need to be verified. The website should also be checked to ensure PE kit house colors are listed for new parents as it states white t-shirts at present.
- **Arts Festival:** RM to confirm details for the Tamworth Arts Festival.
- **Questionnaire:** The annual parent questionnaire is forthcoming look out for link.

Action Items Summary

Action Item	Responsibility
Email MAT and Governors about a potential nominal fee for 3:15-3:30 care club session	RM
Look at Arbor settings for payments of meals and care club and see if it can be disabled.	RM/VJ
Email VJ regarding Tax-Free Childcare vouchers and newsletter promotion	RM / VJ
Confirm Tamworth Arts Festival details	RM
Check orders for book bags and water bottles	VJ
Verify PE kit information on the school website	RM

Organise summer garden watering rota and car park/gate access RM/Parents

Discuss after-school club event calendar RM / TAW

Next Meeting: Date to be confirmed- Late September.