



# Parents' Forum Meeting Minutes

**Date:** 21.10.2025

**Time:** 17:30

**Location:** Ysgol Dyffryn Conwy

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## 1. Welcome and Introductions

- The headteacher welcomed parents and explained the purpose of the forum.
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## 2. School Priorities for 2025–2026

- Discussed key priorities:
  - Respect
  - Attendance
  - Pedagogy
  - YDC Team.
- Parents expressed interest in more updates on progress throughout the year.

### Action Points:

- Share a summary of school priorities with parents via SHARING in November 2025..
  - Schedule a mid-year update in the next Parents Forum in March 2026.
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## 3. Communication

- Current channels reviewed: email, class charts, website, social media, local papers and Newsletters.
- Feedback: Parents want clearer reminder on how to contact key people in the school via email
- Suggestions: Share a summary of key people and emails with parents via NEWSLETTER.

### Action Points:

- Share a summary of key people and emails with parents via NEWSLETTER October / December 2025.#



- Encourage all parents / guardians to share success stories with the school so we can share in our communications with the school community.
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#### **4. Summer 2025 Questionnaire**

- Key findings shared:
  - Positive feedback on safeguarding and school communication in general.
  - Requests for more explanation regarding reporting on progress of learners
- Plan to use feedback for improvement planning.

##### **Action Points:**

- Publish a summary of questionnaire results on the school website.
  - Incorporate feedback into next year's improvement plan.
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#### **5. Full School report**

- Parents raised questions about the school full report
- Suggestions for more personalised comments about pupils at the beginning of the report

##### **Action Points:**

- Create a section at the beginning of all school reports with comments by the class tutor.
  - Include a short introduction for all school reports by the Headteacher.
  - This will be actioned for the full school reports for academic year 2025 - 2026.
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#### **6. Fundraising**

- Parents raised a suggestion for the school to consider using 'Easy fundraiser' or establish a 'Clwb Cant'.

##### **Action Points:**

- The headteacher will look into possible options moving forward.

#### **6. Closing Remarks**

- The headteacher thanked attendees and confirmed the next meeting date 17.3.2025 .