



King Charles C of E (VC) Primary School

Western Terrace, Falmouth, Cornwall, TR11 4EP

01326 313607

secretary@king-charles.cornwall.sch.uk

Headteacher: Mr Lee Moscato

King Charles School Parent Forum

Terms of Reference

1. Aims

- to work together to improve the education provided for our children
- to share information, knowledge and skills
- to meet in a mutually supportive environment
- to further improve communications between parent/carers and staff/governors

2. The parent forum does not have any statutory responsibilities, duties or powers in the school.

3. Membership

Only parents/carers of children currently at King Charles Primary School can be members. All parents/carers are eligible for membership and are welcome to any meeting.

4. Meetings

All parents are welcome to any or all meetings during the year. Meetings will be informal and held each half term. Agendas will be shared in advance on the school website and on newsletters.

5. If you wish to submit an agenda item contact Mrs Jo Olds, Office Manager, by phone or email secretary@king-charles.cornwall.sch.uk

6. Minutes of the meetings will be published on the school website.

7. Focus of discussions

Anything related to improving the school and further developing the partnership between the school and parents.

8. Items not open to discussion

Concerns or complaints involving individual children, families or members of staff.

These terms of reference were agreed on 10th October 2018 at Parent Forum meeting.