



## Forest Lodge Community Primary School

### Questionnaire Analysis

We annually distribute a parent, pupil and staff questionnaire in school. These results and suggestions are then incorporated into our SDP or an immediate action plan.

This academic year 2015/2016 some of the following comments / suggestions and ideas were put forward, as a school we have acknowledged these and wanted to share with you how we have responded so improvements can be made and that all stakeholders understand that we strive to acknowledge and respond to all comments and that these are highly valued.

PARENTS / PUPIL / STAFF COMMENTS	SCHOOL ACTIONS
To develop more community and parent involvement.	Half termly curriculum open afternoons on a year group rota/class assemblies half termly / fortnightly parents special mention assemblies /  Reaching out in the community week  Parents coffee mornings
To ensure there is more enhanced clear communication between school home.	Text service / Email / Facebook / Website update  Half termly newsletter as well as addition letters when needed which are then sent electronically and are on website
Look at the possibility and investigate a walking bus.	Walking bus to begin in March for 30 pupils
Develop new systems; update website weekly with figures, class door poster weekly, text to parents weekly.	Information updated weekly on website and Life Channel.

	Attendance and punctuality Tea party with SLT for 100% attendance for Autumn Term
Develop and run more extra-curricular activities / clubs other than sports.	Club timetable devised. All teaching staff to run an extracurricular club for at least a half term at lunch or after school. See timetable a range of clubs / year groups.
To place a staff, parent and pupil comment box in prominent places.	Ongoing along with comments from questionnaires.
To inform parents with plenty of notice of events/assemblies etc to ensure they can attend.	As much as possible key events noted on newsletter and given out term before. Academic key dates given out at the beginning of the year. Every class must give 2 weeks' notice for events
To send a text each morning if an event is taking place that day as a reminder to all.	Office to send messages / ongoing
Ensure signage of events is visible in the playground giving specific dates and times.	Ongoing and happening / new boards up on side walls + life channel screen erected with events and attendance visible.
Half termly 100% attendance to meet with Senior Leaders for a treat and catch up.	Autumn Term tea party and disco pm with SLT Highly promoted and very positive.
Ensure meetings are ran in the day / evening to cater for working parents.	Meetings arranged twice a day after school and around 5pm for events.