



## COMMUNITY AND PARENT ADVISORY GROUP (CPAG)

### Scope

Listening and working well with school stakeholders is a key part of the school's work and principal among these is the parent community. The participation of parents and then the wider community is an important aspect of school leadership which provides important insights into the school, which can be shared with other interested parties most notably the Board of Directors. Such collaboration seeks to demonstrate transparency and better decision-making and allows leaders to work in partnership with parents and the wider community to deliver the best educational outcomes for every pupil/student.

The work of this group provides a vehicle for supporting the schools' strategy for community engagement. Key benefits that will be delivered include:

#### Improving 2-way communication

- being accessible and finding ways to hear directly from a diverse range of parents and community representatives
- being active in establishing different channels of communication

#### Personal Development

- Understanding and supporting how school leaders seek to develop the personal development of pupils/students
- Considering how the school looks to support children's choices and opportunities post school
- How the school and trust is seeking to promote equity of opportunity in school so that children/young people can thrive

#### Community engagement

- ensuring the school is effectively engaging and consulting with key stakeholders inside and outside of school

#### Parents supporting learning

- encourage a culture where parents and teachers work in partnership so every child reaches their potential

#### Parent involvement in school life

- allow parents to inform policies, school improvement plans and decisions that directly affect them and feedback outcomes to them

The above represents some important areas that the CPAG could focus its work upon, but it also needs to be flexible to the needs of the school and therefore should not be restricted to the above.

*The Headteacher will be responsible for setting the agenda for the group* and should use the group to deepen involvement and therefore the business of the group should include key school priorities rather than peripheral issues. This is not a group that holds the school to account for its work, but rather a group that seeks to work with school leaders on ensuring engagement between the school



and key stakeholders is positive and is continually looking to improve the experience of children and young people.

Each meeting will be clerked and a 'Teams' group set up on TiLA Connect for all papers and minutes to be stored/shared.

Examples of items that could feature on the agenda:

- Impact of COVID on the school/pupils and how the school is seeking to address these challenges
- Sharing priorities from the SIP/SDP – where is the school going? What is it looking to achieve? What are the school's biggest challenges?
- Behaviour management practices/policy
- Sharing the school's approach to learning/pedagogy
- Expectations of your learners – what are you looking to develop in terms of positive learning habits? How can home support in this area?
- Home/school communication
- Curriculum development – why is your curriculum seen to be good for this community?
- Destination data and careers support for young people
- How do leaders understand their community

**Terms of Reference: Community and Parent Advisory Group (CPAG):**

- This will be a group that meets three times a year to provide a formal interface between the parent/community body, the school and Trust in Learning
- The School/Trust may wish to consult or share ideas, information and proposals or ask for feedback on different aspects of school/Trust life from the parent/community perspective
- The parents will have this opportunity to raise their own ideas, concerns or proposals. They may wish to ask for information or clarity on school or Trust policy or systems
- The CPAG will be chaired by the Headteacher and formally minuted by a clerk. These minutes will be sent to the Trustees and be available to the community via the school/Trust websites.
- The Headteacher will produce the agenda following consultation with the parent representatives
- This agenda should be shared at least one week before the meeting
- There will not be any AOBs
- The Group will consist of:
  - The Headteacher
  - Three elected Parent Representatives
  - Three or four co-opted parents and/or community representatives / existing LGB members
  - A Trust representative
- Members will have a two-year term of office
- Once a parent's child(ren) leaves the school their term of office would finish
- The Trust reserves the right to remove or add people to this group whatever their status.
- (Please note If complaints are raised in this forum these will need to be dealt with by the Complaints Policy and not this forum. Complaints can be raised at any time of the year.)