

Solihull Parents' Forum

Terms of Reference

November 2011

The aim of the Parents Forum is to;

- Improve the way that the council and its partners engage with parents
- Increase the number of parents that are involved in strategic decision-making across all services that impact on the lives of children, young people and their families
- Increase the amount of influence that parents have over the development of services for children, young people and their families.

Membership

The Parents' Forum is open to all parents and carers and will aim to be representative of all parents across the borough. Representatives from other groups will be invited to join.

Note: The term 'parents and carers' includes mothers, fathers, grandparents, and other family members or significant people in the life of a child or young person, including foster carers.

Meetings

Meetings will be held once a month, from 7.30-9pm at the Family Renewal Centre. Meetings will be facilitated by a representative from the council but the agenda will be set by the group.

Key responsibilities of the Parents' Forum

1. To provide support and advice to the council and its partners on how best to engage and communicate with parents.
2. To ensure that parents are represented on all key decision-making groups.
3. To build and maintain a strong working relationship with key decision-making groups.
4. To share information about the Parents' Forum and key decision-making groups with parents in Solihull.
5. To act as a voice for other parent groups in Solihull.
6. To carry out the agreed actions in the annual action plan.

Induction to the Group

All new members will be inducted into the group and given background information. This will include previous minutes, the action plan, the decision-making groups and details of Parents' Network.

The terms of reference will be reviewed in November 2012