



## PARENT FORUM MEETING MINUTES Friday 11<sup>th</sup> November

**Present:** Julie Puxley  
Madi Wilkie  
Emma Baker  
Gosia Henik  
Elsbeth Newman

Kate Brown  
Mandy Weetch  
Sarah Steer  
Emilie Fisset  
Hayley Cordall

1.	<b>Apologies</b> Apologies were received from Tom Game. Gemma Bauer and Christina Hammond.
2.	<b>School Vision Evening</b> We shared the feedback from the recent school vision evening.
3.	<b>School Trip Payments</b> It was explained that although we had planned to try to give parents a rough cost of trips in advance it is proving very tricky to do so due to the increases from the coach companies. Most companies will not quote more than 6 weeks in advance, and if they do, will not guarantee that the price will not increase. There is an option to add "Parent Credit" on Parentpay where you can keep a bank of credit in your account. Some parents may find this useful. Here is a link to more info about this. <a href="https://parent-support.parentpaygroup.com/hc/en-gb/articles/4410749498897-How-to-add-Parent-Account-credit">https://parent-support.parentpaygroup.com/hc/en-gb/articles/4410749498897-How-to-add-Parent-Account-credit</a>
4.	<b>Fundraising</b> We were overwhelmed with the generosity of the donations for the Christmas Fayre. We do still need a core group of parents to be happy to plan and run events. It was suggested that we accept good used donations – the reason we do not is purely down the lack of time we have to check the donations (eg that all the parts are in the box). We would love for a parent to be happy to take this role on and it is then something we will do going forward. We are also looking into having a "Book Swap" on site and hope to start this in the next few months.
5.	<b>Any other Business:</b> <b>INSET DAYS</b> - We had a request to try to ensure inset days were tagged to holidays to try to take advantage of cheaper holidays. It was explained that we generally align our days to SWCHS as so many families have children in both schools. The inset days are for staff training and sometimes have to be on a specific day if staff are taking part in specialist training that may only be available of a certain date.

**JUNIOR DROP-OFF** – It was raised that some parents struggle to drop off at Y3 and then get round to Y5 or 6 due to the narrow window of time. Mrs Puxley explained that y5/6 children are able to walk around independently from the school gates – however understands some children may not want to do this. We will look at the layout of the building to see whether we can use different entry/exit points.

**FOREST SCHOOL** – More Forest school sessions were requested for the children. Children at KS receive more time in Forest School than most other schools. Due to the national curriculum which we have to follow – we cannot fit in further suggestions. One parent suggested that as the area we use is open to the public this could be something parents did with their children on a weekend.

**ACE CLUB** – Last term we advised that we would publish a menu for meals at ACE, this didn't happen as ACE purchase their food as an online grocery shop and were receiving so many substitutes that a menu was likely to be inaccurate. They have now produced one and it can be found on our website – however please be aware there could be changes if food items are not available. A comment was made that children leave ACE hungry – as with school lunches the children's portions are in line with Essex guidelines - it was commented that a lot of children will always say they are hungry especially as they eat quite early in ACE.

There was also a request for ACE to do homework/spelling/reading with the children – there is always a table set up for study in the Juniors and lots of children do work at ACE. For the infants it is harder to do this due to the staff/child ratio's we have. If a member of staff is working 1-1 with a child it can mean we do not have enough staff to supervise the rest of the children.