

COLLIS PRIMARY SCHOOL
PARENT FOCUS GROUP
Thursday 7th November 2024, 2pm – staff room

MINUTES

PARENT FOCUS GROUP MEMBERS

School

Kevin Hogston (KH)	Head teacher & Chair
Stephanie Knight	Minutes

Parents	Children
Emma Thomas	(N) Bees
Lianne Carvell	(R) Owls
Joanna McDermott	(1) Giraffes
Kat Rumball	(2) Glowworms / Bees
Genevieve Green	(2) Glowworms
Sanjay Sharma	(2) Dragonflies
Karen Cook	Y3 / Y6
Sarah Bates	Y4
Jennie Gower-Smith	Y5 / Y3
Julia Lowbridge	Y5 / Y4 / Y2 Ladybirds

Governor Representatives

Donna Littman

CSA Representative

Cindy Le

1. Apologies

Joanna McDermott, Genevieve Green, Sanjay Sharma, Donna Littman

2. Introductions

Brief introductions were held for the benefit of new members.

3. Mission/role of the group.

KH outlined the mission of the group and role of members as sounding board / voice for year groups and provide the school with constructive feedback from a Collis' parent's perspective. KH emphasised that members of the group are representatives of their year groups and not responsible for them. A key objective for the members is to work in a positive partnership with the school to improve the learning experience of all our children.

4. What is working well?

KH asked for feedback on what was working well at Collis. Of particular note were:

- Curriculum meetings early in the term
- Cake sales being class specific and involving the children in preparation

- Back to school process – organised, calm and professional
- New parent information for new families
- Online safety protocols
- Music at the beginning of the school day
- Newsletter, school communications & website
- Birthday assemblies

5. Smart Phone Free Childhood

KH presented the new initiative from Richmond whereby head teachers sign up to follow guidelines around pupils not bringing smart phones to school. There was overwhelming support for adoption of a policy due to worrying behaviours of primary school pupils and their use of social media. Whilst there was the view that the use of cell phones in school is a joint responsibility, parents respect the school's judgement when adopting a policy. Recommendations were to consider policy for different key stages / year groups; be specific recommendations; make adoption of the policy two-stage phased process; show clarity within the policy when rolling out. The policy will be shared at the Parents drop in session on Friday 15th November in the Harlequin hall from 2.20pm -2.45pm.

6. CSA Updates

Fireworks – a few volunteers still needed, specifically the glow station.
Christmas Fair - Santa's Grotto is now complete with Santa's.

7. Matters Arising for Future Meetings

- School Lunches
- Lost Property
- Class Mixing – update early 2025 for Sept 2025
- Consistency of policies across year groups and class rooms
- Christmas Card Designs
- Girls Football
- Mufti Days
- Reading Diaries
- Guide to pick up & drop off / Gate Closing
- CATS

DATE of Next Meeting

Thursday 16th January 2025 – 2.00pm

Future 2024/25 MEETINGS

Thursday 6th March 2025 - 2.00pm

Thursday 1st May 2025 – 2.00pm

Thursday 12th June 2025 – 2.00pm – with Governors