

COLLIS PRIMARY SCHOOL PARENT FOCUS GROUP
Thursday, 2.00 pm, Staff Room

MINUTES

PARENT FOCUS GROUP MEMBERS

School

Kevin Hogston (KH) Head teacher & Host
Ciara Steed Minutes

Parent Members

	Children
Sarah Bates	Y5
Emma Thomas	Reception
Nikki Reginiano	Yr4 & 1
Rudy Koch	Yr4 & 2
Becky Barber	Reception
Aurora Gashi	Yr4 & Reception
Joanna McDermott	Yr2
Emma Hupfield	Yr1 & Nursery
Kat Rumball (Revell)	Yr3 & Reception
Michelle Ringham	Yr4 & Nursery
Julia Lowbridge (CSA)	Yr6,5 & 3

Governor Representative Henry Fung
CSA Representative Julia Lowbridge

OUTLINE & OBJECTIVES OF THE GROUP

1. The Mission of the Parent Focus Group is:

To act as a focused sounding board for future ideas and events and to give constructive feedback.

2. The Objectives are:

- a. To work in a positive partnership with the school.
- b. To increase parental involvement and be another 'voice' of parents
- c. To improve the learning experience of our children in school.
- d. To help communicate issues to parents.

Link to Minutes: <https://www.collis.richmond.sch.uk/parent-focus-group/>

AGENDA

1. Apologies

Rudy Koch, Kat Rumball, Henry Fung & Emma Thomas sent their apologies as they were unable to attend today's meeting.

2. Introductions

Brief introductions were held.

3. Role of the Group

KH outlined the mission and role of the group and its objectives.

4. What's working well

KH asked the PFG for feedback on what is working well, the group mentioned;

- Reception Classes doing Zumba – parents loved the shows
- Mid term reports were very helpful (partial agreement within the group)
- Parents evening (in person) went really well

5. CSA Updates

Julia - CSA representative and went through her slides. (Attached)

She went through the upcoming events which are;

- The Collis Discos
- Spring and Easter end of term celebration
- Wonderlicious, golden ticket bar (linked with the Easter event)
- Summer Fest – open to the public

Julia then went through what the money we've raised will be spent on for this academic and next academic year. (Please see in attached slides)

The 'parent choice project', this is something the CSA are working on launching for next academic year. It will allow parents and carers to have more of a say on what the money raised is spent on, as well as giving ideas for fundraising.

Lastly Julia informed the group of some very exciting news regarding a new sponsorship. The CSA and Collis will now be working alongside Devenports, an estate agent in Teddington High Street. They have agreed to donate £1,000 to the school for every sale they make on a house which has a connection to Collis.

6. Agenda

TP Camps / Holiday CATS & Clubs – Paul Dowsett joined the group to give a little more information and an update on our Holiday camp TP Camps.

TP Camps is run by Paul Dowsett and runs in the school holidays, apart from Christmas. The camp runs at Collis school and is open to non-Collis pupils as well as Collis pupils. They offer a wide range of activities for the children. Children in year 3 and above will go out on day trips to different activity centres, trampoline park for example. The younger children will stay on school grounds and have adult led activities here.

TP Camps have announced they will be extending the hours for nursery children to 8.30-5pm. This may become later as the demand is there and people do want that longer session. As well as this they are launching a new website in April 2026.

Clubs at school. Paul mentioned that he had a lot of questions regarding free clubs at school. He went on to mention the clubs that run during lunchtime and are run by the Play Team (a group of year 5&6 children). Paul showed the group the timetable of clubs they're doing at the moment and mentioned that these clubs are more child led to give the children a sense of responsibility. The clubs run for Reception up to Year 6.

CATS. CATS have 24 members of staff and 6 of them are actually ex Collis pupils. Our most popular after school club where the children have a wide range of activities they can do. The sessions are split into 15-minute blocks but children can stay in the same activity for longer than 15 minutes if they'd like to.

One parent asked Paul about what food was offered for the children at CATS. He explained the children have a fruit platter, cheese crackers, French bread/sweet bread and are offered bagel/wrap/pitta bread.

Dessert in school lunches – Stephanie Knight joined the meeting to give information regarding desserts/puddings at school.

Stephanie spent some time going through our menu and explaining how the menu is created by working with Nourish to pick nutritious meals for the children.

The group mentioned it might be helpful to put something in the newsletter every now and then showing/ explaining what puddings the children had that week.

There was a discussion on puddings at school.

Life skills in school (cooking/Humanities) – Mr Hogston informed the group that we often have lessons involving life skills. They can be found on the website under PSHE.

As well as most year groups having frequent sessions in our DT room. For example, we recently had year 3 making sandwiches, and year 5 making quiche!

World Book Day - We discussed why Collis celebrates World Book Day on a different day (Friday March 6th) to the day it's nationally celebrated (Thursday March 5th). Mr Hogston explained that WBD is typically a day of 'high excitement' and it works better going straight into the weekend after it, then going back to 'normal mode' and then into the weekend. Fridays also align with all other non-uniform days. WBD generally entails lots of 'off-timetable' activities, which work better on a Friday as are less disruptive to the routine of the school week.

7. Matters Arising for next time

Competitive sports

Mid-term reports

Friday parent drop ins

Overview of school visits

Uniform

Future Meeting Dates 2025-2026

Thursday 30th April -2.00pm

Thursday 11th June - 2.00pm – with Governors