COLLIS PRIMARY SCHOOL
PARENT FOCUS GROUP
2nd November, 2pm 2023 – staff room

MINUTES

PARENT FOCUS GROUP MEMBERS

School

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

Parents

	Children
Joanna McDermott	R-Foxes
Sophie Debbasch	R-Foxes
Julia Parker	R-Owls / 4L
Katharine Philips	1-Giraffes
Amy Hartland	1-Giraffes / 3LB
Gail Hammond	2-Glow-worms
Jennie Gower-Smith	2-Dragonflies / 4D
Cindy Le	3D
Sarah Bates	3F
Georgia Mann	4D
Marta Sibliska	4D
Lucy Cartmell	5W / 3D
Becky Paton	5S / 2-Ladybirds

Governor Representative
Donna Littman

CSA Representatives
Jenny Day
Nicola Hanley

Apologies
Sophie Debbasch, Jennie Gower-Smith

Introductions

Role of the Group
KH outlined the mission of the PFG to be a sounding board for ideas and events and give constructive feedback to the school from a Collis parent's perspective. KH emphasised that members of the group are representatives of their year groups and not responsible for them.

Minutes of previous meeting
Not reviewed at this meeting.

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

- The Infant library
- Curriculum (Phonics/Maths) Workshops
- Class mixing was highlighted as particularly successful due to increased connections being made within the year groups and extended friendships
- Phasing in of new class mixes prior to the start of the school year

CSA Update
Over 2500 tickets have been sold for the Ice & Firework event and by the end of Friday all tickets were expected to be sold. Noted were the lack of volunteers for the later shifts. Nicola and Jenny both step down in January 2024 with emphasis being placed on the need to encourage parental involvement and representation in the lower year groups otherwise momentum of good works will cause concern. Highlighted were the needs of the Y1/Y2 disco, Christmas cards with thoughts on year groups taking responsibility for different fundraising events. A parent has already come forward to manage next year's fireworks. Ways to increase CSA involvement was tabled for future discussion.

OPAL/Playtimes
KH introduced the OPAL inclusive play format and described its reasoning and purpose in helping those children who may find playtimes difficult. OPAL helps prevent marginalisation of groups and domination of football within lunchtimes. Also noted was the improvement in the transition from lunchtime play to classroom learning due to limited access to football play. KH extended thanks to the CSA for funding and noted OPAL is still a work in progress. Suggestions were made to hold OPAL drop-in session for parents to experience the application and benefits.

Discussion over increased football time due to lost days from weather and other events was tabled for next term.

Agenda items for next meeting(s)

1. CSA
2. Future Class Mixing
3. Library – promoting non-fiction reading
4. CATS
5. Cake Sale(s)
6. INSET days
7. Pupil Reference Fees

DATE OF NEXT MEETING
Thursday 18th January, 2.00pm 2024.