COLLIS PRIMARY SCHOOL
PARENT FOCUS GROUP

Thursday 5 January 2023, 2.00 pm, Staff Room

AGENDA

PARENT FOCUS GROUP MEMBERS

School

Kevin Hogston	Head Teacher & Chairman
Jayne King	Minutes

Parent Members

	Children
Annabelle McCann	5
Matthew Davis	4, 2
Michelle Pinnell	4, 2
Karen Cook	4, 1
Julia Parker	3, N
Kimberley Garretty	2
Robert Jackson	2, R
Fiona Joseph	1, R
Karen Pollington	R
Katharine Phillips	R
Chirsty MacKenzie	N
Tulika Joshi	N

Governor Representative	Donna Littman
CSA Representatives	Jenny Day Nicola Hanley

Apologies

Annabelle McCann, Kimberley Garretty, Fiona Joseph, Karen Pollington, Chirsty MacKenzie, Tulika Joshi, Jenny Day, Nicola Hanley.

Minutes of the Previous Meeting

Workshops - Lindsay Pickton, Learning & Teaching Advisor for Primary Schools, will return to Collis on Wednesday, 8 February to hold a Spelling Workshop for parents. PFG members were asked to advertise the workshop to their year groups.

Parents suggested that Friday mornings would be a better time to hold similar events to encourage more parents to attend.

We will look at ways of providing a visual reminder of what is happening in school that day as parents arrive at the gate each morning.

School Lunches

Clive Dias, our kitchen manager and chef, joined the meeting to give parents more information about the school meals service provided by Pabulum Catering Co.

Clive explained how a balanced meal is always served. Menus and recipes are compiled by nutritionists at Pabulum that ensure a well-balanced meal. A meal includes a main course, meat or vegetarian, with two vegetables and pudding.

In addition, there is a salad bar, bread on the tables and yoghurt and fresh fruit are always included with pudding. The children can have extra helpings of these items. The year groups that come at the end of service can have main course seconds if there is food spare.

The kitchen staff make sure the children are offered a balanced meal and SMSAs check they eat everything and regularly restock the breadbaskets. Clive is at the front of the serveries to encourage the children to try new meals and to make good choices. He is also keen to prepare meals to suit the children's taste by adjusting spices and including different flavours that they will like.

We are keen that lunch is a positive experience for the children. There are cloths on the tables, together with cutlery, napkins, water and breadbaskets. The children get their main meal first and when they have finished go up again to collect their pudding. They use individual plates and bowls, not airline-style trays. This is all designed to encourage good manners and habits and to make sure they eat their main meal before their pudding.

Daily menus are available on our website. We will share photographs of the meals in our newsletter. https://www.collis.richmond.sch.uk/lunch-menus/

Parents are welcome to provide an extra healthy snack for their infant children to eat at afternoon break with Junior children eating theirs after school.

What's Working Well.

1. The recent CSA Xmas fair and Swish event both of which were very successful.
2. The different school Christmas events where every child participated.
3. How the school managed the flu/strep A episodes in December.
4. New Forest School Club introduced https://www.collis.richmond.sch.uk/clubs/

AOB

New Head Teacher at Teddington School - Peter Grills has recently been appointed Head Teacher at Teddington School and will visit Collis to speak to Years 4, 5 & 6 parents on Friday 27 January. Parents are encouraged to attend.

Our first informal Parents' Afternoon, Friday 27th January 2.30pm. Collis will open its doors for its first parents' afternoon later this month, where the children will be able to share their books and learning with their parents. https://primarysite-prod-sorted.s3.amazonaws.com/collis-primary-school/UploadedDocument/3d0dc96a-5f69-4d15-9d1f-95d478ead903/letter-parent-drop-in-session-january-2023.pdf

Clubs - parents were disappointed that more clubs are not available for infant children, Year 1 in particular. KH again explained how the school's focus is on promoting CATS.

There are 15 x Year 1 children currently attending CATS. They take part in various activities including arts and crafts, board games, football and free play such as Lego & cars. There are places available on Mondays and Fridays if children would like to join.

Mixing Classes - KH confirmed that if it were necessary to shuffle a year group, ideally parents would be informed by the end of the Spring term.

Both clubs and mixing classes were discussed in detail at the PFG meeting 9 June 2022. The minutes of the meeting can be found here: https://www.collis.richmond.sch.uk/parent-focus-group/

Uniform - will be discussed at a later meeting, but KH mentioned that measures were being taken to source cheaper uniform that would be available to everyone.

Agenda Items for the next Meeting

1. Communications
2. Clubs/CATS with Paul Dowsett
3. Uniform
4. Access opportunities

Meeting Dates 2022/23

Thursday, 23 February, 2.00, Thursday, 20 April, 2.00, Thursday, 8 June, 2.00