COLLIS PRIMARY SCHOOL
PARENT FOCUS GROUP
29 November 2019

MINUTES

PARENT FOCUS GROUP MEMBERS

School

Kevin Hogston	Headteacher & Chairman
Sophie Macartney	Assistant Headteacher

Parent Members

	Children
Nicola Hanley	Nursery, 1
Carrie Scott	Rec
Rik King	1
Graham Ball	2
Sharon Evans	3 Twins
Nichola Plower	3
Ann Curtis	3 Twins
Emily Button	4, 2, 1
Selin Ozcagli	4
Sandra Horsfield	5, 3
Alison Driver	5, 4
Philip Motha	5 Twins
Alys Plowman	5
Shaun Alpine Crabtree	6, 4

Governors
Julia Combe

Apologies
Rik King, Sharon Evans, Nichola Plower

WELCOME AND INTRODUCTIONS

Kevin Hogston (KH) welcomed the new members to the Parent Focus Group 2019/20 and thanked everyone for their interest and participation. The members have been chosen to represent different year groups across the school. Representatives from the CSA and the Governing Body have also been invited to join each meeting.

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.

3. Minutes

Minutes of the meeting will be available on the website for all parents to access. The main agenda items for the next meeting will be decided at the end of the meeting to enable time for preparation and information gathering. AOBs will be brought forward on the agenda to allow time to discuss any important topics that arise.

Members are asked to read the Minutes of previous meetings to familiarise themselves with topics already discussed.

Please note: Parents can pass suggestions to members of the group, but the school would always encourage parents to speak to school directly if they have a particular issues.

WHAT'S WORKING WELL

1. Year 5 children have really enjoyed all their school visits this term, particularly to the Teddington School show. Teddington School is keen maintain strong links with Primaries.

2. Some behaviour issues reported last year were handled very well by the school. The school has a strong anti-bullying policy and the situation was quickly resolved.

3. The Reception Welcome Meeting was moved from June to September for the first time this year. It was well received by parents and the timing was much better for sharing information about the curriculum and day-to-day life in Reception.

NEW BUILDING

We have received planning permission for the new school building. The contractors are now preparing a detailed schedule of works. There are three stages to the build:

- complete the new school building
- demolish the old infant school and create more playground and sports (MUGA) areas.
- create a new office building at the front of the school

Work should commence in the new year with all three stages completed within 18 months.

Once we receive the schedule of works we will work very closely with the contractors to make sure the playground is safe and to keep noise and disruption to an absolute minimum. We will keep parents up-to-date with every stage of progress.

OFSTED

KH spoke at length about the new Ofsted framework for inspections and particularly its focus on much broader aspects of the curriculum. Their focus will also be on children's personal and social development and well-being.

Ofsted has also changed how it is scheduling inspections and is now visiting all schools equally, including those rated as 'outstanding', they no longer focus their attention primarily on failing schools.

The new framework was introduced very quickly, giving schools very little time to align to the new requirements. As a consequence, several Richmond and Kingston 'outstanding' schools have recently been downgraded to either 'good' or in one case to 'requires improvement' when measured against the new criteria. The SLT has and continues to ensure that Collis is in line with the new requirements.

Children's Progress - Information for Parents
The curriculum planner will include what is being taught in the classroom on a termly basis. It gives a thorough breakdown of the curriculum in all subjects, detailing what the children need to know and what they have achieved for all subjects. These documents are currently being prepared for all year groups and will be ready to share with parents shortly.

TOPICS FOR FUTURE MEETINGS

1. Junior Timetable
2. Supporting charities and monitoring how the children donate their money.
3. Cyber bullying / e-safety
4. Sex education
5. Environmental awareness and sustainability

AOB

1. CLUBS - Discussion on clubs
   KH explained that clubs are not scheduled to the end of term as it is necessary to allow time to accommodate catch up sessions for classes that may have been cancelled, due to illness or parent evenings, etc. The halls are in great demand, particularly at this time of year, for Xmas rehearsals and activities.

   We are unable to accommodate Richmond Knights Basketball club as other activities are scheduled in the hall every lunch time. We hope to reintroduce the club when the new school is completed.

   Girls' football club is a 'drop in' lunchtime club on Tuesdays & Wednesdays for Years 4 - 6.

2. CATS - KH reminded parents that they can use CATS for their childcare on the weeks where clubs are not running. To do this the child must be already registered with CATS and using the club for at least one session per week on a regular basis. Thereafter, parents can request ad hoc sessions, dependent on availability. The morning session has recently been extended and is now available from 7.30am. A request was made to extend the afternoon session as well.

3. Contact Teachers - if you would like to make an appointment with a teacher or simply have a question, please email info@collis.richmond.sch.uk and your request will be forwarded.

4. A request was made for a buzzer system to be installed at the Cromwell Road entrance. This will be considered as part of the new build.

Meeting Dates 2019/20

Friday 17th January - 2.00pm
Friday 6th March - 2.00pm
Friday 15th May - 2.00pm
Friday 19th June - 2.00pm