**COLLIS PRIMARY SCHOOL**
**PARENT FOCUS GROUP**
**19 January 2018**

**MINUTES**

## PARENT FOCUS GROUP MEMBERS

**School**

| | |
|---|---|
| Kevin Hogston | Headteacher & Chairman |
| Sophie Macartney | Assistant Headteacher |

**Parent Members**

| | Year Grp | Children | Representation |
|---|---|---|---|
| Clare Clements | Nursery | Nurs & Yr 2 | Working mum |
| Joanna Hutton | Reception | Rec | Working mum |
| Amy Vogel | Reception | Rec | |
| Brook Miller | Reception | Rec | Dad |
| Kate Newdigate | Year 1 | Yr 1 | Working mum |
| Jehan Yehia | Year 1 | Twins Yr 1 | Working mum |
| Laura & Tim Vamplew | Year 1 | Yr 1 | Working parents |
| Lawrence Springall | Year 1 | Twins Yr 1 | Dad |
| Jyotsna Gala | Year 1 | Twins Yr 1 | Working mum |
| Mindy Sawhney | Year 2 | Yr 2 | Working mum |
| Sarah Ioannou | Year 2 | Yrs 1 & 2 | |
| Nicola Lawrie | Year 3 | Yrs Nurs, 3 & 5 | |
| Matthew Ramsey | Year 4 | Yrs 2, 4 | Dad |
| Judi Ashley | Year 5 | Yr 5 | SEN |
| Sophie Harrison | Year 5 | Yrs 2 & 5 | SEN |
| Julia Combe | Year 6 | Yrs 6 & 3 | Governor |

Frances Wells, CSA

**Apologies**
Amanda Beningfield, Jehan Yehia, Mindy Sawhney, Joanna Hutton, Nicola Lawrie, Matthew Ramsey

## MINUTES OF THE LAST MEETING

1. Parent Fund – we will be writing to parents again in early February incorporating Members' comments.
2. CSA - Members were asked to continue promoting the CSA and particularly to encourage parents to attend the AGM on 29 January, 7.30 pm.

3. Wrap-around care – a brief questionnaire was circulated to parents earlier this month. We received a very good response, with 80% of respondents saying they would like to use CATS, both before and/or after school. We will be introducing eight more places immediately after half term, and are planning a much larger expansion from September.
4. Summer Born Children – Parents had requested more information about the attainment of summer born children, compared to the rest of the class. Collis data compiled by Sophie Macartney shows the gap in attainment in Reception closes as the children move through school and by Year 5 summer-born children are out-performing their cohort. The group discussed teaching methods focussing on the summer-born children. KH to share information on recent staff training sessions that focus on how teachers teach the children.

**WHAT'S WORKING WELL**

1. School Visits – tours for prospective parents with the Headteacher are being very well received.
2. 68 children in Years 3-5 were very keen to represent the school at the Borough Swimming Gala and competed at swimming trials last week with a lot of confidence and enthusiasm.
3. Our Christmas programme was very successful this year and enjoyed by children and parents.

**SCHOOL VISION/ETHOS**

KH reported that he has been seeking the help of staff, children and Governors to define as concisely as possible the ethos of our school, in short, 'what Collis is about'. Staff were asked to summarise their view of the school in three or four key words. Similarly, the children summarised why they love Collis. As representatives of the parent body, KH asked members of the group for their views. After a brief discussion, their list below proved to be very similar to that compiled by the school staff:

Caring
Kind
Conscientious
Reassuring
Confidence building
Fun
Inclusive
Nurturing
Committed staff
Respectful
Relaxed environment that encourages the children to learn
Every child matters
Progressive
'Can do' attitude
Strong school community

## TRANSITION TO THE NEXT YEAR GROUP

Some parents have expressed concern that the move from one year group to the next can be daunting for some children, especially the younger children between Reception and Year 1 and that parents would appreciate more information about what changes to expect in order to prepare their children.

KH pointed out that the curriculum meetings at the start of the year include presentations by the headteacher, year group leaders and class teachers covering a broad range of areas including the curriculum, homework, class routines. Parents then have the opportunity to visit the classroom for more informal chats with the teacher. Parents are again reminded that there is a lot of information on the Year Group pages of our website that include notes from the curriculum meetings, in particular Passport to Year 1 and Passport to Juniors.

It is recognised that our SEN children need far more reassurance about change and special measures are in place to give them extra support.

## AOB

Disagreements in the playground. Any incidents should be reported to the teacher and they will be dealt with immediately. All incidents are recorded.

## TOPICS FOR NEXT MEETING

1. Staff training as a National Support School
2. One annual payment for trips and class activities
3. Sport in school
4. Communication
5. Fund raising ideas

## MEETING DATES 2018

Friday 9th March 2018 - 2.00pm
Friday 18th May 2018 - 2.00pm
Friday 29th June 2018 - 2.00pm