COLLIS PRIMARY SCHOOL
PARENT FOCUS GROUP
2nd December 2016

MINUTES

PARENT FOCUS GROUP MEMBERS

School:
Kevin Hogston Headteacher & Chairman
Jane Way Deputy Headteacher

Parent members:

	Year Grp	Children	Representation
Sally Owen	Reception	Rec, Yr2	
Alison Driver	Year 1	Yrs 1, 2	
Sandra Horsfield	Year 2	Rec, Yr2	Working mum
John Kirwan	Year 2	Rec, Yr2	Working dad
Jennie Alexandre	Year 3	Yr3	
Helen Samuel	Year 3	Yrs 1, 3	Working mum
David Tregear	Year 4	Yr 4	Working dad
Salwa Wardeh	Year 5	Yr 5	
Jane Bates	Year 6	Yrs 1, 4, 6	

Governors:
Julia Combe, Denece Hart

CSA:
Amanda Beningfield

Apologies:
Jennie Alexandre
Salwa Wardeh
Sandra Horsfield
Julia Combe
Amanda Beningfield

WELCOME AND INTRODUCTIONS

Kevin Hogston (KH) welcomed the new members to the Parent Focus Group 2016/17 and thanked everyone for their interest and participation. The members have been chosen to represent different groups across the school. A representative from the CSA and 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 put on the website for all parents to access. The main agenda items for the next meeting will be decided at the end of each meeting to enable time for preparation and information gathering. There will always be an AOB section to the meeting.

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 issue.

PFG SUCCESSES FROM 2015-2016

1. Advised on the need and organisation of the New Parent School fund
2. Supported the work of the CSA
3. Reduced the number of days that pasta is served at school
4. Promoted a mix of wholemeal rice and pasta in our school lunches
5. Arranged a whole school Healthy School Lunch assembly (trying new foods)
6. Suggested and promoted alternatives to birthday sweets
7. Promoted communication between home and school
8. Negotiated the field being open until 3.45am for the children (with parent supervision)

'WHAT IS WORKING WELL'

The new clubs that cover a larger range of extra curricular activities, launched at the start of the year, have been very well received. Most children have been able to get a place with only a few clubs being oversubscribed. Clubs for the Spring term, which will include some new ones, will be advertised shortly, but parents will not be able to sign up until the first week of the Spring term. Clubs will commence in week 3.

The group suggested a crèche/homework club for siblings, to run at the same time as the clubs, would be very welcome. KH explained that there are plans to offer more places at CATS (next year) and there could be an option for the children to finish at 5 pm or 6 pm.

SCHOOL SECURITY

KH explained that the school would like to review security around our class and birthday assemblies, by controlling access to the school hall. KH has consulted other schools about their procedures, but there is no simple solution at Collis as we have several access points to the hall. Various ideas were discussed by the group.

It was decided that the only access to the hall should be via the courtyard (to the right of the school office). Parents should make their way there after delivering their child to class. The sliding gate will be opened once the children are in school. Parents will be asked to wait in the courtyard and will then be welcomed into school by the head or deputy headteacher. Parents should not access the hall from the classrooms.

The new procedure will be introduced in the new year.

USE OF PHOTOGRAPHS

Some parents have expressed concern about photographs of their children finding their way onto social media without their consent. The problem is quite innocent, parents are posting photographs of their child with a group of children taken at a show, or birthday assembly.

The school has a duty to protect the children who cannot be photographed and asked the group for their ideas as to how we can prevent their misuse.

It was agreed that KH/JW will make an announcement at the start of the assembly/show, saying that no images or films involving Collis children (except your own child) should be posted on social media.

The photograph disclaimer in the starter pack will be updated to include this.

The school does not want to ban parents from taking photographs. It is hoped it will not be necessary.

NITS

Parents are emailed when there is an outbreak in their child's class.
The group was keen for parents to share effective treatments. Here is one from our Education Welfare Officer. Wash hair and apply lots of conditioner. Comb thoroughly with nit comb. Rinse with a solution of 1/3rd apple cider vinegar and 2/3rds warm water.

AOB

Agenda Items for next meeting

Staff Training Programme
Parent Fund
Fund Raising

DATE OF NEXT MEETINGS

Friday 20th January 2017 - 2.00pm
Friday 11th March 2017 - 2.00pm
Friday 20th May 2017 - 2.00pm
Friday 30th June 2017 - 2.00pm