

Knutsford School Parent Forum Minutes

Meeting held Friday 9th February 2018 at 9.00am

Present	Apologies
Eileen Anderson (EA) Head Teacher Nicola Beaumont (NB) Deputy Head Teacher Harsha Moore (HM) Parent Governor Jo Verrinder PTA Co Chair Sarah Idris PTA Co Chair Trisha Kalia Rec Beech Laura Gonsalves (LG) Parent Governor/Yr 1 Cedar Emma Spackman Yr 1 Poplar Jules Halligan (JH) AM Nursery/Yr 2 Maple Roshni Rayvadera Yr 2 Plane Kim Rana Yr 3 Shermin Shariff Yr 3 Sycamore Lorna Dickinson Yr 3 Hazel Tammy Cooper Yr3 Hazel Suchi Gulvady Yr 4 Oak Fran Eggle Yr 4 Ash Jessica Stevens Yr 5 Willow	Tracy Griffiths Parent Governor Saba Malik Yr3 Sycamore

Minutes

1. Apologies

As stated above.

2. Minutes of last meeting

Minutes agreed.

3. Matters arising from minutes

Hand dryers have all been checked and where not working, hand towels are definitely available.

4. Parent View (Ofsted)

Reminder that this can be completed once every year (or updated throughout the year) and it helps the school if parents fill it out. It was agreed that Parent Reps would send out the link via WhatsApp groups and ask parents to complete the small survey

<https://parentview.ofsted.gov.uk/login?destination=give-your-views>

Once you are registered with Parent View you can update your responses at any time. It was suggested that a text reminder for parents would help and a completion date of the end of term.

5. Playtime snacks

There has been some confusion about what snacks are allowed at break times. Some children are bringing in dried fruit/yogurt snacks or fruit based snacks, which look like sweets.

To prevent further confusion, it was reconfirmed that only fresh fruit, raisins and vegetables are allowed. NB to inform the children at assembly.

6. Parking near school

This is a constant issue.

Following on from an incident involving a resident and a Nursery parent at lunchtime collection, where the parent was blocking the resident's driveway and refused to move whilst waiting for his wife to collect their child.

Suggestion of drawing up Knutsford parking rules/nice parent parking was decided to be additional work for office staff and can't be policed.

Going forward, info re parking will be included in the new parent pack.

Parent reps to send WA message asking parents to respect neighbours and driveways.

JH to ask Miss Butler to put notice on Nursery whiteboard to remind parents to be considerate to neighbours when collecting/dropping off Nursery children at lunchtime.

EA asked that if parents take pictures of cars blocking driveways, to take a picture of the whole scenario rather than just the car/reg plate.

7. Jazzy jars and sweets with gelatine – how to solve this problem

Was suggested that if parents/children create gelatine free or dairy free jars to label them.

PTA have spare jars to make up GF jars.

EA/NB to ask children in assembly for wrapped sweets only.

8. Basic first aid for children

Yr 4 parent requested first aid training for children.

EA advised that Yr 6 have 1st aid and CPR training during the summer term.

NB advised that children taking part in Knutsford University Medicine were also having training.

It would incur additional costs to have a professional in to provide more training as videos do not provide full information.

It was thought that lower year children might be too young to take on the responsibility of carrying out first aid and the priority should be for them to get adult help/call 999.

9. Easter Parade

Was discussed how the children could parade so that parents could better see all the children. EA said if any parent rep had a plan/suggestion how to carry this out, to put it in writing to her and will be considered and if possible will be implemented for the upcoming parade.

10. Review of Terms of Reference for Parent Forum

Terms of Reference was raised at the recent Governors meeting.

HM term of Governor coming to an end so will step down as Co Chair of Parent Rep Forum.

LG has said she will be happy to take over from HM.

Was agreed the first line of Terms of Reference will change to now read Parent Governor to Chair.

HM to email revised Terms of Reference and will be fully reviewed yearly.

11. Date for next meeting and agenda items

HM confirmed that she is still receiving agenda items at the last minute, so could they please be sent in advance.

Date of next meeting confirmed as 16th March 2018 at 9am

Agenda items for next meeting to be received by HM by 26th February 2018

12. AOB

Christmas Fair feedback

Was agreed to keep stalls with year groups to create continuity going forward. Any problems that arise to inform PTA and stall allocation can be revised.

Despite year group allocations, it was still difficult to get parents involved.

More people were needed to man the bauble tree stall.

It was confirmed the PTA will run the Summer Fair.

Meeting closed 10.00am