

## Knutsford Primary Academy Parents Forum

### MINUTES

Date	Friday 29 <sup>th</sup> March 2019
Held at:	Knutsford Primary Academy – 9am
Present:	Eileen Anderson (EA) - Principal Nicola Beaumont (NB) - Deputy Principal Richard Hogg (RH) – Chair of Local Advisory Body Reena Pitney (RP) – Reception Lime Debbie Islam (DI) - Y1 Elm Roshni Rayvadera (RR) - Y3 Plane Tammy Cooper (TC) – Y4 Hazel (Y1 Beech cover) Jackie Hewett (JH) – Y4 Sycamore Fran Eggle (FE) – Y5 Ash/Y2 Poplar Jessica Stevens (JS)– Year 6 Willow
Apologies:	Laura Gonsalves (LG) - Parent Governor /Y2 Cedar Kim Rana (KR) - AM Nursery/ Y4 Rowan Karina Jones (KJ) – Reception Birch Trisha Kalia (TK) – Y1 Beech Jules Halligan (JH) – Y3 Maple Lorna Dickinson (LD) – Y4 Hazel Rochelle Stoddart (RS) – Y6 Pine

	ITEM	ACTION
1.	<b>Apologies</b> – as stated above.	
2.	<b>Minutes of last meeting and matters arising.</b> Minutes accepted. <b>a) Feedback re. Google Trip</b> RR reported has received advice that Google are currently not running any school trips.	
3	<b>Snow days</b> <b>a) Clearing and salting/gritting playgrounds</b> <b>b) Should school be closed like other schools in area?</b> RH suggested this item be discussed at the first parent forum meeting of the academic year in anticipation of the winter months when this issue is of more timely concern. Issues raised by parents included: steps on junior playground not gritted, children in inappropriate clothing/footwear for snow, children being wet/cold in school, children not wearing coats, some parents not aware children would be outside during playtime therefore not leaving wellies at school, KS2 children outside for longer as lunch delayed. Also raised for discussion – communication about access to school and which entrances to site can be used. Item to be added to agenda for first meeting of 2019/20 academic year.	LG
4.	<b>Coats at break time</b> Concern raised by Y4 parent that children are outside during break/lunch times without their coats on. EA specified school policy that infant children are told to put their coats on before going out for break, and junior children are encouraged to make that decision for themselves. NB stated that if a child decided subsequently that	

	<p>they would like their coat they would never not be allowed in to school to get it. NB remarked that children are often playing actively during break times and there is frequently a line of coats hung up on the railings, as children have become too warm.</p>	
5.	<p><b>Money from cake sales</b>  Clarification requested regarding the process for using the money raised by a year group (since cake sale money can now be used specifically by the year group that raised it).  Process outlined:  Class/year agrees suggested use of money with teachers, parent rep contacts PTA with request <a href="mailto:pta@knutsfordprimaryacademy.org.uk">pta@knutsfordprimaryacademy.org.uk</a> , PTA to consider the requests at PTA meetings and the class rep/ year representative to arrange if/when approved  RRH commented that if no suggestions are put forward by the class the money will be added to the general PTA fund.</p>	Reps to facilitate
6.	<p><b>Consideration of rescheduling swimming for Y5</b>  Concern was raised about Y5 children having swimming lessons during the winter months. EA stated that swimming for Y5 is always booked for the whole year. One class have their lessons in the autumn term, the other class in the spring term and the summer term is used for those children who require catch up lessons. This schedule is unable to be changed.</p>	
7.	<p><b>Lunch</b>  <b>a) Portion sizes</b>  Comment from LG relayed that this has been raised before and needs to be specific, i.e. what is unfair?  Parents forwarded reports from children such as: “a younger child had a larger size portion than an older child”, “we only get 1<sup>1/2</sup> fish fingers”, “if there is none left of what I asked for I get given something else”.  EA stated the portions are a set standard portion size from Hertfordshire Catering Limited. At registration children choose their option for lunch so cook knows there is enough. Any child who would like more food can help themselves to the salad bar where there is, as well as salad, bread and pasta.  EA mentioned that children have been told that they need to raise any issues about lunch <u>at the time</u> with staff so it can be dealt with. School and parents to remind children of this.  Parent asked if MSAs check how much infant children eat. EA stated yes, before an infant child is allowed to eat their pudding they have to raise their hand and ask an MSA if they can. MSAs encourage those that need to eat more of their dinner to do so before moving on to their pudding.  EA stated that from May half term the school will be moving to Aspire Catering and parents will receive information about this.</p> <p><b>b) Time allowed to eat lunch</b>  EA/NB both stated that children are not rushed and are given plenty of time to eat their lunch.</p>	EA Reps to highlight reminder to classes
8.	<p><b>Communication to parents for after school clubs and activities.</b>  Unable to ascertain issue as rep who raised item not present.  Item to be added to agenda for next meeting.</p>	LG

9.	<p><b>Birthday sweets</b></p> <p>Reception parent raised concern about the number of sweets coming home after school due to birthdays and children expecting to eat them straight away.</p> <p>Consensus amongst parents in meeting was that this is for parents to decide when sweets can be eaten and children enjoy giving/receiving sweets. Stickers were mentioned as an alternative option.</p> <p>As not present at the meeting, KJ to liaise with LG if further suggestions/comments forwarded by parent for discussion.</p>	KJ
10.	<p><b>Next Meeting.</b></p> <p>Friday 17<sup>th</sup> May 2019</p> <p>All agenda matters to be submitted by Friday 3<sup>rd</sup> May 2019 to LG via reps.</p>	Reps to ask classes for any concerns or anything they want to celebrate.
	Meeting closed at 9.50am	