

**Knutsford Primary Academy  
Parent Forum**

**19/07/2019 – 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 Jessica Stevens (JS)– Year 6 Willow Jules Halligan (JH) – Y3 Maple Lorna Dickinson (LD) – Y4 Hazel Jen Keith (JK) – Y1 Elm Tammy Cooper (TC) – Y4 Hazel (Y1 Beech cover) Trisha Kalie (TK) – Y1 Beech Kim Rana (KR) - AM Nursery/ Y4 Rowan Rochelle Stoddart (RS) – Y6 Pine Sarah Idris (SI) – PTA Jo Verrinder (JV) PTA Fran Eggle (FE) – Y5 Ash/Y2 Poplar
Apologies:	Laura Gonsalves (LG) - Parent Governor /Y2 Cedar Roshni Rayvadera (RR) - Y3 Plane Karina Jones (KJ) – Reception Birch Jackie Hewett (JH) – Y4 Sycamore

	<b><u>ITEM</u></b>	<b><u>ACTION</u></b>
1.	<b>Minutes of last meeting &amp; matters arising from minutes</b> <ul style="list-style-type: none"> <li>• Lockdown procedure – EA waiting on Trust</li> <li>• Swimming (Y4) and Bikeability – No issues from staff all has been arranged</li> <li>• Cake sale money – In progress</li> </ul>	EA to report following feedback from Trust
2.	<b>INSET days – can Thurs/Fri be considered when planning dates?</b> <ul style="list-style-type: none"> <li>• EA states that training days are allocated on days suitable for teachers</li> </ul>	
3.	<b>Allocation for tickets for Y6 show – can rows be reserved for Y6 parents?</b> <ul style="list-style-type: none"> <li>• EA reminded parents that policing this on the day would be difficult.</li> <li>• JS states that it would give the parents with children in year 6 more of a chance to see their child</li> <li>• EA will address this in the newsletter</li> </ul>	EA
4.	<b>Year 6 play – roles being allocated/some children not part of the ‘on stage’ experience</b>	

	<ul style="list-style-type: none"> <li>EA explained that ALL students are given 4 options: <ul style="list-style-type: none"> <li>On stage – a lot</li> <li>On stage – a little</li> <li>On stage – not talking</li> <li>Backstage</li> </ul> </li> </ul> <p>The children choose what they would like to do, and this is all outlined within the letter to Y6 parents prior to the play. Children will not be forced into doing something they are not comfortable with.</p> <ul style="list-style-type: none"> <li>JS – could backstage be a new responsibility for Y5 children?</li> <li>EA states that it is a Y6 play and will remain as such.</li> </ul>	
5.	<p><b>Girl's hair being coloured and not being tied back</b></p> <ul style="list-style-type: none"> <li>EA – Coloured hair is not currently policy. EA will discuss with governors when addressing uniform next.</li> <li>EA will add a reminder to newsletter regarding tying back hair</li> </ul>	EA
6.	<p><b>New lunch menu – children confused over what they can/can't eat due to dietary requirements</b></p> <ul style="list-style-type: none"> <li>FE – Kids choosing the same things as there are unsure of what the meal is – can pictures be used?</li> <li>EA – It is difficult for teachers to police what each child in their class ate the previous day</li> <li>FE – Speaking to Paul the catering manager – what is halal? Some confusion here. Could there be an option to have the same meal in a halal and non-halal option on the same day?</li> <li>TC – Ratings were incorrect.</li> <li>EA – Halal meals are stated, ratings were always correct.</li> <li>EA to speak to Angela and Paul for clarification.</li> </ul>	EA
7.	<p><b>Plastic bags on school trips – is there an alternative (reducing plastic!)</b></p> <ul style="list-style-type: none"> <li>FE – Can we use paper bags?</li> <li>RP – The parents are responsible for how they provide lunch on school trips</li> <li>SI – Could get the Eco Warriors involved in this. Potentially the PTA could bulk buy paper bags?</li> </ul>	PTA
8.	<p><b>Lunch times on school trips</b></p> <ul style="list-style-type: none"> <li>JK Explained that on a recent trip children were given lunch at 1pm, which parents felt was too late. Is there an option to ensure they eat earlier rather than later?</li> <li>EA explained that sometimes the teachers need to work with the schedule provided by the venue.</li> <li>EA/NB will address this with teachers going forward</li> </ul>	EA/ NB

9.	<p><b>Y6 leavers hoodies – can these be worn at school once they are received?</b></p> <ul style="list-style-type: none"> <li>• RS – It would be a nice idea as children from other schools also follow this.</li> <li>• EA reminds parents that the hoodies are not school uniform, and the same policy will be kept – Children can wear the hoodies as coats to and from school, but not part of their uniform. Children go into leaving mode when lenient with the rules</li> <li>• NB states that the hoodies were given out this year on the 15<sup>th</sup> May, very early.</li> <li>• SI suggests reminding parents that the hoodies are not guaranteed. Could be handed to children one week before the end of the year as a compromise</li> <li>• EA – to address with Governors</li> </ul>	EA
10.	<p><b>PTA Feedback</b></p> <ul style="list-style-type: none"> <li>• SI thanks parents for their ongoing support and raises dilemmas that we faced at the summer fayre this year <ul style="list-style-type: none"> <li>○ Face painter was £20 profit as not enough help had been secured to confirm that this stall could run.</li> </ul> </li> <li>• SI - To drum up more support the PTA would like to suggest allocating stalls by year (like with Christmas) to spread the planning. Parent reps agreed that this works well at Christmas, and see no reason why not.</li> <li>• TC – could we use each event to raise money for a specific thing – e.g. Knutsford University</li> <li>• SI reminds us of the PTA coffee morning on Friday 13<sup>th</sup> September 2019 for all parents (old and new) who would like to be more involved.</li> </ul>	PTA
11.	<p><b>Date for next meeting</b></p> <ul style="list-style-type: none"> <li>• Friday 4<sup>th</sup> October 2019</li> <li>• Agenda items to be sent by Friday 27<sup>th</sup> September 2019</li> </ul>	
Meeting closed: 9:55am		