

**Knutsford Primary Academy
Parent Forum**

29.01.2021 – MINUTES

Date:	29.01.2020
Held at:	9.30am via Microsoft teams
Present:	Eileen Anderson Principal Nicola Beaumont Deputy Principal Matthew Hunt Y1 Pine Vikki Collar Y1 Willow Louise Vora Y2 Birch Reena Pitney Y2 Lime Trisha Kalia Y3 Beech Jenny Keith Y3 Elm Laura Gonsalves Chair/Y4 Cedar Fran Eggle Y4 Poplar Jessica Stevens Vice-chair/Y5 Maple Emily Williamson Y6 Rowan Lorna Dickinson Y6 Hazel
Apologies:	Lindsey Figarol, Reception Oak

	ITEM	ACTION
	LG welcomed Louise Vora Y2 Birch and Vikki Collar Y1 Willow and thanked them for joining as class reps.	
2.	Minutes of last meeting & matters arising from minutes Minutes agreed. a) Reminder for SIMS Only 2 parents have used app recently to update contact details. Possible not being used as parents do not have changes to make? School to send half termly reminder to parents to use if any contact details need updating.	EA
3.	Teacher collections organised by parent reps Issue raised by EA following communication with a parent who had felt coerced to contribute a specified amount to a collection and that there had been a list displayed of which parents had/had not contributed. This should not happen. Going forward collections must be emphasised they are voluntary and there should not be a stipulated amount to contribute or list displayed of which parents have/have not contributed.	Reps
4.	Those children in school - heating Raised by a parent whose children have complained of being cold at school. Due to Covid restrictions windows have to be open in school. EA advised parents to ensure children wear warm clothes/layers.	

5.	<p>PTA:</p> <p>a. Upcoming events to promote – miles to Tokyo and virtual balloon race. Reps to please advertise these events and continue to forward any information from PTA to classes.</p>	Reps
	<p>Date for next meeting</p> <ul style="list-style-type: none"> • Friday 5th March 2021 9.30am via Microsoft teams. LG to send link. • Agenda items to be sent to LG by 9am on Friday 19th February 2021. 	LG
	Meeting closed: 9.40am	