

**Knutsford Primary Academy  
Parent Forum**

**21.5.21 – MINUTES**

<b>Date:</b>	21.5.2021
<b>Held at:</b>	9.30am via Microsoft teams
<b>Present:</b>	Eileen Anderson Principal Nicola Beaumont Deputy Principal Lindsey Figarol, Reception Oak Vikki Collar Y1 Willow Reena Pitney Y2 Lime Trisha Kalia Y3 Beech Jenny Keith Y3 Elm Laura Gonsalves Chair/Y4 Cedar Jessica Stevens Vice-chair/Y5 Maple Emily Williamson Y6 Rowan Lorna Dickinson Y6 Hazel Sarah Idris PTA
<b>Apologies:</b>	Matthew Hunt Y1 Pine Louise Vora Y2 Birch Fran Eggle Y4 Poplar

	<b>ITEM</b>	<b>ACTION</b>
<b>1.</b>	<b>Apologies</b> As stated above	
<b>2.</b>	<b>Minutes of last meeting &amp; matters arising from minutes</b> Minutes agreed. All actions from previous meeting have been completed.	
<b>3.</b>	<b>Reception to Y1 Transition – Is there a specific plan, given the children have missed so much of their reception/foundation stage?</b> At the end of the summer term, pupil progress meetings are held with foundation stage teachers. They highlight any gaps in learning and give a deadline as to when they should be met. These are passed on to Year 1 teachers and time can be allocated to fill in the gaps. Catch up funding provided by the government has been targeted at the foundation stage and has focused on communication and language, phonics, reading and fine motor skills. Extra staff have been put in place so that Knutsford teachers can provide targeted support as they know the children best. During usual (non-COVID) years, Knutsford data is usually higher than Herts and national data. This year Knutsford data has similar data to national data so the assumed gap is not as wide as is believed.	
<b>4.</b>	<b>Ofsted – when is the school due an inspection?</b> Short answer – we don't know but school would like one ASAP. Our last inspection was April 2017 and during a usual cycle (non-COVID) we would have expected an inspection in April 2020. We converted to an Academy in November 2018 and therefore Knutsford School closed. Knutsford Primary Academy was then deemed a new school so should receive it's first inspection within the	

	term before the end of the 3 <sup>rd</sup> year. Technically we should be due one during this Summer term but due to the pandemic, this may be delayed.	
5.	<p><b>Remote Parent/Teacher Consultations</b></p> <p>Knutsford teachers have requested that remote parent/teacher consultations continue in the future as they worked really well for the last consultations. School have suggested allowing time for parents to see books at other opportunities such as focused open mornings/afternoons or possibly even sending books home before the consultations, allowing parents to form any possible questions to bring up at consultations.</p> <p>Q. Is there a possibility to extend the appointment time by a few minutes to allow time for questions? No, the timings are set up by the system allocating appointments.</p> <p>Q. Is it possible to be able to have contact with teachers at the end of the day for questions/feedback/notices etc? No, Teaching assistants are outside with the children as the teachers are still teaching those in school. There should be no contact outside between adults. If a parent needs to speak with a class teacher, they can contact the office and leave a message and the teacher will get in touch.</p> <p>Parent reps to gauge feedback from their classes regarding this and report back findings at the next meeting.</p>	Reps
6.	<p><b>Lettings – business opportunities to use school facilities</b></p> <p>On the school website there is a section that gives information on hiring the school's facilities. Something we wish to promote to gain extra funds for the school. Reps to forward this information onto their classes.</p> <p><b>a. Yoga classes – during school time/paid morning or after school club</b></p> <p>A parent had suggested possibly offering yoga classes to school as a paid morning or after school club. School is open to this and said parent should contact Maria Bishop for further information. Nicola also stated that the school has previously had yoga sessions as part of Knutsford University. She will contact them again to see if it is something they are also interested in doing again.</p>	<p>Reps</p> <p>-Vikki to feedback to said parent. -Nicola to make contact with company</p>
7.	<p><b>KS1 fruit</b></p> <p>Parent raised concern that only hard fruit is being provided on some days. School has no say in what is delivered, the snacks for KS1 are provided to the school which are seasonal fruit and vegetables. These include in the summer term items such as tangerines, strawberries etc. so there is a mix of hard and soft fruits.</p> <p>Q. Could KS1 bring in their own snack if not happy with school snack being provided? No, KS1 is provided with a snack and it will become unmanageable if they start bringing in their own. This only applies to KS2 as they do not receive a snack through the government scheme.</p>	
8.	<p><b>Classroom layouts returning to normal</b></p> <p>Parent asked when children can return to usual classroom set up. School is continuing to follow latest government guidance regarding set up of classrooms and also the Herts risk assessment which still state that children should be sat side by side and in rows, all facing the</p>	

	front and all non-essential furniture should be removed.	
9.	<p><b>Lunchtime play</b></p> <p>Q. Y5 currently using the KS1 playground during lunchtime – do they have to wait to use the space? Yes, they do have to wait to use the space due to outdoor space being limited and to prevent mixing of bubbles but they have some playtime inside and when outside, they do have the whole space available to them and can plan football in this space too.</p> <p>Q. Is there a possibility of rotating the KS2 classes to use this space? The system is working well at the moment and it takes an enormous amount of time to organise a timetable to ensure guidelines are being followed and bubbles do not mix. The system will remain the same at the moment as it is working well.</p>	
10.	<p><b>Homework</b></p> <p><b>a. Consideration of changing format or including a challenge</b> Parent raised question if format could be changed or include a challenge as it can become a bit repetitive. At the moment, no. A report on the impact of homework suggests that it has no impact on attainment or progress so unless those findings change before the review of the homework policy next term, homework will remain the same. However, if there are any updates to this research then there is a possibility to make slight adaptations but it won't be anything drastic.</p> <p><b>b. Half-term projects</b> These will not be provided by school again due to having no impact on attainment or progress. If parents wish to do half term projects with their children, then they can. Jess kindly reminded parents that in the curriculum letters on the school website, that are sent home each term, there are suggested extra activities that children can do.</p>	
11.	<p><b>PTA</b></p> <p><b>a. Events to promote – Travel to Tokyo</b> Can reps support the PTA by promoting this event for fundraising purposes? The website for information is linked on the PTA page of the newsletter each week for reps to point parents towards. Eileen has also discussed the event with the children in assembly.</p> <p><b>b. Upcoming Treasurer post</b> Julie has one year remaining in her post as treasurer as she will leave when her child leaves the school. PTA cannot exist without a treasurer so if there is anyone interested, please could they get in touch with the PTA. It is possible that any interested person can shadow Julie in the role for the next year to learn the ropes. PTA stress that you DO NOT have to be an accountant to take up this position, just someone that knows their way around a spreadsheet and likes working with numbers! Q. Could this role be shared? Absolutely! The chair role has been shared in the past and is absolutely an option if that helps.</p> <p><b>c. Summer Fayre</b> We are hoping to hold a Summer Fayre on 17<sup>th</sup> July 12-3pm (COVID exit</p>	<p>Reps to promote</p> <p>Reps to direct any interest to PTA</p>

	roadmap will dictate whether this goes ahead or not)	
	<b>Date for next meeting</b> <ul style="list-style-type: none"> <li>• Friday 2<sup>nd</sup> July 2021 9.30am via Microsoft teams. LG to send link.</li> <li>• Agenda items to be sent to LG by 9am on Friday 18th June 2021.</li> </ul>	LG
	Meeting closed: 10.05am	