

Knutsford Primary Academy
Parent Forum - 03.02.2022 - Minutes

Date:	03.02.2022
Held at:	Knutsford Primary Academy - 13:00 via Microsoft teams
Present:	Eileen Anderson - Principal Nicola Beaumont - Deputy Principal Jessica Stevens - Chair/Y6 Maple Hannah Clarke - Y1 Ash Lisa Corbridge - Reception Hazel Emily Williamson - Reception Rowan Reena Pitney - Y3 Lime Farah Munir - Y6 Plane
Apologies:	Gabby Riccitelli - Nursery Jenny Keith - Y4 Elm Laura Gonsalves - Y5 Cedar Lindsey Figarol - Y1 Oak Matthew Hunt - Y2 Pine Vikki Collar - Y2 Willow Louise Vora - Y3 Birch Trisha Baveja Kalia - Y4 Beech

	<u>ITEM</u>	<u>ACTION</u>
1.	Apologies <i>As stated above.</i>	
2.	Minutes of last meeting & matters arising from minutes <i>Minutes agreed. Follow up notes as follows:</i> <ul style="list-style-type: none"> - Indoor PE and Plimsoles. Following comments from parents and speaking with teachers EA confirmed that from September children will not be required to provide plimsoles as part of the school uniform. - Availability of water for children with packed lunches. NB has liaised with MSAs re continuing to be aware of children who do not have a drink and to encourage them to ask. - Toilet cleanliness. NB discussed in assembly the importance of children letting the teachers know if the toilets are not clean. 	
3.	Chair for parent forum change. <i>Role of chair accepted by JS. JS would like to thank LG for her hard work and efforts as our previous chair.</i>	
3.	Parent Forum meeting day <i>As JS is unable to chair meetings on a Friday, alternative dates and times were discussed with reps, EA and NB. No specific day or time was suitable for all reps, therefore it was suggested that JS could set up a doodle poll to determine the most suitable date based on the number of potential attendees.</i>	JS

4.	<p>Communication regarding teacher absences - what is the current protocol?</p> <p><i>Question from Reception Hazel.</i> <i>LC discussed that some parents felt that they were unsure of who was teaching (due to absences). As a knock-on effect some parents found that the children were not settling due to the change. EA explained that teacher absences are unforeseen and the duration of time that a teacher may or may not be in school is not finite. If a teacher is signed off, this may be extended, or they may be in the following day, there is unfortunately, no way to prepare for this. Due to this, teacher absences are not communicated specifically to parents.</i></p>	
5.	<p>School dinners - is there a way of incorporating some feedback from children on lunch preferences?</p> <p><i>Question from Reception Hazel.</i> <i>LC discussed that some parents were unsure if their children were eating their lunches as some children could not remember what they had eaten, whether they liked their choice, or if they had indeed finished it by the time parents were picking them up from school. EA and NB assured reps that if a child was not eating their lunch, parents would be notified as MSAs monitor this. It was encouraged to discuss lunch choices with your child with the menus provided if parents are concerned.</i></p>	
6.	<p>In-class drinks - are alternatives allowed for children who do not drink water?</p> <p><i>Question from Reception Hazel.</i> <i>EA stated that water is the healthy and only option available to children.</i></p>	
7.	<p>School message about wifi and availability of electronic devices</p> <p><i>NB would like parent reps to speak to the parents within their classes regarding the access they have to wifi and electronic devices at home. NB suggested discussing face-to-face if possible, perhaps in the playground at pick up and drop off. If parents have any concerns regarding this, they are encouraged to contact the school to see if they are able to help.</i></p>	<p>Reps to pass message to classes/ discuss in person</p>
8.	<p>PTA: Upcoming events</p> <p><i>RP reminded reps of Non-Uniform day (11th Feb) and the Sunflowers Mother's Day photoshoot (27th Feb)</i></p>	<p>Reps to pass message to classes</p>

9.	<p>Date for next meeting</p> <p><i>Date TBC by JS following results of doodle poll. Meeting via Microsoft teams. JS to send link.</i></p> <p><i>Post meeting update: Next meeting date arranged for Thursday 17th March at 9.30am via Teams</i></p> <p><i>Agenda items to be sent to JS by 9am 14 days before the confirmed meeting date.</i></p> <p><i>Post meeting update: Agenda items to be sent by Thursday 3rd March 9am</i></p>	JS
	Meeting closed: 9:40am	