

**Greenway Primary and
Nursery School
Parent Forum**

**20.00 – 21.00
Tuesday 23rd May 2017
Spruce classroom**

Minutes

Present:

School: Katharine Ellwood – Head Teacher, Nigel Wiggins – Governor (Chair), Caroline Crozier – Deputy Head.

Parent Forum Members: Louise Jenkins (Green Ash), Isabel Hall (Red Ash), Natasha Goss (Elm), Laura Whittingham-Jones (Rowan), Gemma Chatt (Pine), Liz Hopwood (Spruce), Sophie Kennedy, (Oak), Kate Moody (Cedar), Beverley Brookes (Sycamore), Tracy Lerpiniere (Willow)

1. Apologies received from: Stephanie Gresham (Chestnut), Helen Hanbidge (Silver Birch), Caroline Green (Willow).
Not present: Charlotte Thrower (Cedar), Karin Huber (Beech)
2. Matters arising – KE went through action points from last meeting, all of which have been dealt with.
 - The rescheduled P4C evening was a great success. Thanks have been passed on to Miss Dell and the rest of the team. Digital messaging about events was discussed - Beverley told the group about the Eventbrite app which might solve the digital response issue. *Katharine/Caroline will investigate.*
 - Spelling homework: information about this went out in the newsletter and the feedback was also passed onto staff. Classes don't always get this on the same day. Katharine/Caroline explained that this is sometimes unavoidable.
 - Benches have been ordered and will be in place within 2-3 weeks.
 - Y4 mothers and daughters – acknowledged that it was a different person and numbers present may have stifled questions. This may be done in-house next year.
 - Changing for football: no further feedback has been received. Katharine has been monitoring. Tracy will ask Caroline G to talk to Katharine if she has any further comments on this.
 - Breakfast club bell is now working.
 - Y3 class assembly: to be scheduled more sensitively next year given that they will not be taking part in the Carol Service.
 - Homework can be handed in early except in the case of Spelling where the idea is that the children practise the spelling pattern or rule for the whole two week period.

3. Walking to school: Katharine talked about the process of supporting children in understanding the safety requirements involved and the expectations when unsupervised in the school grounds. Y4 children are currently being trained in pedestrian skills but *school will be asking Y4 parents to take responsibility for impressing safety messages to their children* e.g. the use of mobile phones while walking for next year.
4. School uniform: Nigel fed back that generally people tend to shop online but some like the idea of a shop. So the availability of both seems desirable. He had information about Tesco and the amount of money raised in various nearby schools using the Tesco uniform service. Katharine explained that we would not want to go down the route of having a uniform 'shop' available through the school office as this would put too great a burden on the office staff. *Katharine will be feeding back to Lesley Popescu following the meeting* so any changes can be set up for September. Beverley asked whether uniform bearing the old school logo was still acceptable. It is.
5. Benches update: Karin did her research, Katharine and Caroline consulted with staff and the GSA and 7 multi-coloured benches made from recycled materials have now been ordered. They should be in place within 2-3 weeks.
6. Matters raised:
 - There were no balloons released at the Y6 leavers' event last year and there is no plan to do it this year. *Izzy will reassure the parent who raised this.*
 - The overgrown alleyway is not the school's responsibility. Katharine sympathises with parents who are finding it a problem and will be in touch with the relevant department at the council. She reminded parents that Greenway families should not be using the St Thomas More gate and Laura said that it is often locked at drop-off and collection times so that STM parents have to use the alleyway too. Katharine will pass that on to STM. Overhanging branches outside Nursery are our responsibility and Katharine will talk to grounds maintenance company about this.
 - School staff will monitor the football issue. Sports leaders should be involved in the allocation of resources and *Katharine will talk to Mr Lewis to ensure they are doing this fairly.*
 - Lincolnsfield – Katharine has passed on parents' thanks to the staff who went on the trip. Staff and children really enjoyed it and it is very nice to get such positive feedback.
 - Other individual comments about Lincolnsfield need to be taken up with class teachers who were present and will be able to respond appropriately.
 - Cake sales – behaviour at the Y6 Comic Relief sale was difficult to manage as there were no adults involved in the running of it. Liz and Beverley added that Y5 sales they have been present at are also slightly chaotic. Tracey said it was an issue years ago when she was chair of the GSA. Katharine said she would remind children in assembly on the day of a cake sale and would look at whether it was possible to have a member of staff out at the time of the sale. Having a split sale was discussed – one on each playground might help to ensure the younger children (who often get to the sale later than the younger children) get a cake. This will be trialled at the next sale - two tables: one for Y4, 5 and 6 on large playground and one for YR, 1, 2 and 3 on the small playground. *Caroline will pass this onto GSA chairs.*
7. AOB
 - Health and Well-being survey – Beth Baylay's summary was handed round. Katharine said thankyou to PF members for prompting a greater response. More detailed feedback will be available in due course. Beverley said it would be

interesting to know how many people respond after the reminder. Katharine explained that there is always a peak after a reminder is sent out.

- Table tennis team – Katharine reminded PF of how the Y6 girls became county champions and went on to take part in regional finals in Bristol. Since then the team has been short-listed for 'Team of the Year' at the Dacorum Sports Awards. At the ceremony last Friday the girls won! They should be in the Gazette this week. The girls are now mentoring and coaching younger children in table tennis and the legacy they are leaving at the school is hugely appreciated.
- Bake-off – Caroline talked about Livy Spencer's request to run another JDRF Bake-off competition. Tracey pointed out that this would clash with the summer fair bake-off. *Caroline will talk to Helena Parr about merging the two and getting Livy and friends to publicise it in an assembly.*
- Katharine thanked everyone for taking part in PF this year. Applications for membership next year will be welcomed after the letter has gone out in September.