

**Greenway First and  
Nursery School  
Parent Forum**

**19.30-21.00  
Wednesday 15 May 2013  
The Library**

**Minutes**

**Attendees**

Katharine Weston, Suzanne Stace, Alison Hoffman – Parent Governor  
Parent Forum Members: Kate Moody (Elm), Liz Hopwood (Oak), Diane Young (Maple), Helen Hanbidge (Red Ash), Beth Baylay (Red Ash), Louise Eyles (Nursery), Tracie Franklin (Nursery) Charlotte Eastaff (Purple Ash), Beverley Brookes (Silver Birch), Sally Fisher (Beech), Cat Crawford (Cedar)

**Apologies**

Julie York (Willow), Sally Lound (Willow), Charlotte Woollett (Chestnut), Paula Batten (Purple Ash), Ellie Jelf (Yellow Ash), Fiona Nicolle (Maple), Susannah Gascoyne (Silver Birch), Caroline Smales (Cedar)

**1. Welcome and introduction**

Alison welcomed everyone and attendees introduced themselves.

**2. School Dinners**

The amount of waste from leftovers had been reduced following a waste awareness week and a readjustment of portion sizes. A further waste awareness week was planned for this term. A 'pupil voice' exercise had established which menu choices were unpopular and this information had been used to tweak the menus. The school cook was very keen for the children to have meals they would eat and appreciate. Fresh fruit, salad and vegetables were available every day and healthy eating was part of the curriculum, however it was accepted that staff could not monitor the choices individual children made. KW suggested that if parents had particular concerns about children who were choosing pasta in preference to vegetables for example, they should speak to the class teacher to see if this could be monitored for a week or so. SS agreed to speak to the cook and the children will be offered vegetables and either pasta or potatoes. She would also raise the problem of year 4 children not getting their menu choice because the kitchen had run out by the later sittings. Changes to packed lunches included always serving baguettes, as these were much more filling, and no longer wrapping carrot and cucumber in plastic. The quality of the mashed potato was noted, but the cook had found that changing to freshly made mashed potato had made no difference to the uptake, due to the difficulty of making it completely smooth. A 'top class' system had been introduced whereby a class which was particularly well behaved over the course of the week when lining up for lunch was able to have an early sitting on a Friday as a reward.

KW invited two PF representatives to come to school for lunch before the end of term to see for themselves how the system worked.

**3. Parent and Child Questionnaire**

The response rate of 75% had been fantastic and KW thanked the PF for chasing up parents to complete it. There were 269 completed questionnaires, compared with 192 in 2012. Areas for improvement identified last year such as consistency of marking and homework setting had been addressed and this was reflected in parents' comments.

A detailed analysis of responses had been produced and parents would receive a summary of this before the end of term. The Governing Body would consider what could be achieved within the school plan.

#### **4. Berkhamsted Schools' Reorganisation**

All the Headteachers of schools in Berkhamsted met every six weeks and a steering group was responsible for monitoring what was happening in support of the transition. Some schools would change status this September, some next September. Early Years staff at Greenway whose jobs had been 'at risk' due to the reduction in PAN (published admissions number) from 60 to 30 in September had all been placed. All Greenway staff were trained to teach primary school children, but some review training may be required. To ensure consistency and to minimise expense for parents, it had been agreed across the schools in the town that residential trips would take place in Years 4 and 6 only. Letton would continue to be a residential destination for Greenway children.

As far as premises were concerned, no decision had been taken in respect of any changes to Greenway. The school would be one classroom short in 2015/16 and was in negotiation with the Local Authority as to how this could be managed. It had been suggested that the library might be used as a temporary classroom, but KW was mindful of the fact that the library had been funded in part by the GSA and felt very strongly that this should not be used. There would not be separate PE changing facilities for boys and girls, but the matter would be handled sensitively.

Current Year 3 children would be the first year group to go through to Year 6 at Greenway. The school would do all it could to encourage independence, but it was noted that middle schools were equipped and run like secondary schools and some of their facilities were not suitable for primary schools. Current Year 4 children would be encouraged to walk to school on their own after the Summer half term and would be given pedestrian training.

Berkhamsted schools tried to coordinate 3 of the 5 inset days across the town. It was noted that those schools which are changing status this year will get 3 preparation days in addition to the inset days. Music provision was likely to remain unchanged. As for PE, the Department of Education recommended one and a quarter hours of sport per week in school time. In that time, schools had to cover swimming, games, gym and dance, athletics and outdoor sports. It was hoped in the future that Ashlyns' sports department would be able to support sports activities for Years 5 and 6.

Although there were 90 reception children this year, they would not be treated any differently than in other years simply because of their number. Reception children did not take part in sports day, but did attend celebration assemblies. KW would follow up with Mrs Murphy on whether a trip/visit was planned for reception classes. The buddy scheme had become unworkable in recent years with changes to numbers, but Year 4 children mixed with reception children in the classrooms.

Breakfast Club and Waccy would continue to be managed by Louise Bandle and Angela Stringer respectively until further notice. Both were highly qualified (level 3) and it was noted that wrap around care in other schools was sometimes run by parents with no formal qualifications.

#### **AOB**

It was suggested that children should be allowed to use a rucksack instead of a bookbag, as the velcro fastening on bookbags was often not strong enough. The GSA was looking into the idea of rucksacks, but it was suggested that the content of bookbags should be limited to the child's reading book, reading record and homework. Other items which had to be carried to and from school, such as trainers, should be placed in a carrier bag to be kept on the child's peg.

The meeting ended at 9.35 pm.