

**Greenway First and  
Nursery School  
Parent Forum**

**20.00-21.30  
Tuesday, 2<sup>nd</sup> October 2013  
Chestnut Class**

**Minutes**

**Attendees**

Katharine Ellwood – Head teacher, Suzanne Stace (Deputy Head teacher),  
Fiona Duck - Governor

Parent Forum Members: Kate Moody (Beech), Caroline Green (Elm), Caroline  
Waldron (Oak), Isabel Hall (Oak) Sally Fisher (Silver Birch), Elliott Brooks  
(Chestnut), Diane Young (Willow), Paula Batten (Elm), Ellie Jelf  
(Maple), Fiona Nicolle (Willow), Beth Baylay (Rowan) Helen Hanbidge  
(Rowan), Karin Huber (Red Ash), Liz Hopwood (Cedar), Beverley Brookes  
(Beech), Julie York (Silver Birch), Cat Crawford (Maple)

**Apologies**

Susannah Gascoyne (Chestnut), Louise Eyles (Red Ash), Beverley Brooks  
(Beech) Alison Hoffman (Governor)

**1. Welcome and introduction**

Katherine and Fiona welcomed all attendees and each class representative introduced themselves and the class they represent.

**2. Role of Parent Forum**

KE explained that the Parent Forum representatives would typically be elected but for a number of reasons, the majority of representatives were rolled over from the previous school year after confirming their desire to stay on the Forum.

The Parent Forum provides two-way communication – Parents have a method of raising issues to the Head Teacher and Governors, whilst the school can share information and seek input from parents on key matters. It's a formal role as opposed to the class representative who will tend to connect parents for social reasons. The Forum can take action quickly to share and collect information. The representatives should act as a voice for parents from the class represented rather than share personal views. KE sees the Forum as a valuable tool.

**3. School dinners**

The Forum heard from Diane Young and Caroline Waldron who had been invited to eat in the school dining room with KE in the previous summer term. Feedback was extremely positive and focused on surprise at the deliciousness of the food, the quantity of fresh fruit and vegetables, the happiness and good manners of the children, the number of children that ate everything and the encouragement the children had to eat their chosen meal.

KE confirmed that waste awareness had helped to re-distribute food to Year 3 & 4 children and gave a quick overview of changes introduced to the packed lunch option, which were deemed positive, but that continued monitoring of the packed lunch content is required.

KE agreed that an invitation to parents to eat in the dining room could become an annual event.

SS to follow-up with the cook following feedback from Year 4 children since returning to school that there was a lack of vegetables for the last into the dining room.

There was a quick explanation of the Top Table and Top Class concepts and how this had produced measurable improvement in manners, waste reduction and orderliness.

SS to re-establish Top Class for the new school year.

Parents can give notice to swap from school dinners to the packed lunch, and vice versa. Notice period is a half term.

Keith Farnham 2/10/13 21:40

**Comment [1]:** Sorry didn't catch whether is a full half term eg. approx 6 weeks, or half a half term eg. 3 weeks.

#### 4. Schools re-organisation

KE explained the re-organisation is entering stage two, which for Greenway is about becoming 'Greenway Primary & Nursery School', the new school name ratified by the Governors. New signage, letter heads etc will be introduced in time for the new school year in Sept 2014.

KE stressed it is now a period of planning to support the development of Years 5 & 6.

KE underlined that Primary education is based on a class teacher delivering all subjects. This is different from the experience pupils had in the middle school system that existed in Berkhamsted previously, where some additional opportunities were provided e.g. specialist teachers for some subjects and access to science labs.

In respect to Greenway becoming a Primary School, KE explained that all staff at the school are already trained to provide Primary education. The school are already working on implementation of the new schools curriculum issued by the Government.

Parents had a number of questions with a focus on PE provision, music and art.

PE - KE explained that an initial plan to provide extra PE, in particular netball, had fallen through. The teaching team are currently investigating a number of alternative options to provide specialist sports teaching.

This would allow Greenway to participate in a strong Dacorum based inter-schools league, which Greenway was unable to participate in previously as a First School. KE is also working closely with the St. Thomas More Head Teacher to learn from their delivery of Year 5 & 6 curriculum and to share resources if possible.

In addition KE working with the Berkhamsted Schools consortium to see how Greenway can benefit from shared resources.

There was some discussion on the new sports facility proposed for Ashlyns and the need to back the plan which might include fund raising. KE to raise with GSA, whilst agreeing Primary schools in Berkhamsted may also be able to provide some financial support to the project. KE to provide more information as soon as it is available and clear.

Music - KE confirmed that music benefits from specialist teaching, and currently there was no specialism available from existing teaching staff at the school. Music above and beyond the basic curriculum will be delivered at cost to parents.

Languages - There was a quick update on French language provision which is statutory from Year 3.

Ashlyns - the PF were asked if there is interest in receiving regular updates. It was agreed that KE would put a link to the Ashlyns weekly e-Bulletin from the Monthly Newsletter. The Parent Forum is to review with parents what information would be useful.

Sibling Survey – parents asked about the possibility of conducting another ‘sibling survey’ linked to the school intake for 2014/2015. KE explained she and the Governors and admissions are very aware of the concern re siblings. KE outlined the new questions being collected from Prospective Parents across the schools in Berkhamsted to provide soft data to supplement data collected from GP’s from which school in-take policies are formed.

Keith Farnham 3/10/13 21:06  
Comment [2]: Is this the right school year?

Library – KE confirmed the school library will not be impacted by the school re-organisation.

Nursery wrap-around care – KE said ‘never say never’, but for the moment no, there are no plans to re-introduce wrap-around care, in part due to the impact to staffing.

Nursery – KE confirmed that there will be no single in-take for nursery as this would have a detrimental effect on the local private sector nurseries.

Start time – KE asked by Parent Forum to consider further start time staggering for Year 5 & 6 to encourage the older children to walk to school.

Playground – SS outlined new arrangements during winter term for Year 1 children to play together in the playground outside Reception & year 1 class rooms, whilst the playground surrounded by Year 2 & 3 would be used by Years 2 – 4. This is a trial, as the school field is now out of bounds for playtime and the current roof works have reduced space to play.

Buddies – SS and KE explained how Year 4 are being offered the chance in Golden Time to spend time with Reception class children.

New play equipment – SS to check that all Year 1 children are given the chance to play on the new equipment in the playground outside Reception class.

## **5. Safer routes**

KE shared that the schools Head teachers support ‘safer getting to school’. Herts CC had worked on a number of actions over the summer. Details of these actions to be shared in a forthcoming letter from the Local Authority.

WOW (Walking Once Weekly) will be promoted at the next Parent Forum by Paul Durr, who is responsible for co-ordinating the initiative across Berkhamsted schools.

## **6. Actions for the Parent Forum**

PF members were asked to ask parents what information they would like to receive about Ashlyns, how often and best format.

## **5. Date of the next meeting**

The next meeting Tuesday 5<sup>th</sup> November 11am – 12noon.