

Agenda – parents forum 28th September 2018

1. Attendance and apologies

Current members	
Green Cygnets – Helen Venfield and Sara Bradley	Red Cygnets – Catherine Stott and Alessandra Simola
Robins - Christine Leddy, Anna Clinch	Swans –Karen Norcutt
Kingfishers - Katherine Pritchard, Mell Morris	Woodpeckers - Kate Benson

Attending – HV, SB, CL, KP, MM, CS, AS

Apologies – AC, KB

2. Welcome to new members – we are please to welcome Helen, Sara and Alessandra to the parent forum team.

3. Review of last minutes:

Update from after school club. KB shared the following email with the meeting:

‘There is a regular review meeting with EJS governor, EIS governor (I am the representation), Funtastic Kids ASC manager (Jackie Khan) & Emmbrook After school club managers (Jane Banks and Paula Fern) to discuss logistics and any problems.

First meeting was end of the summer term and all was very open, transparent and collaborative.

TBA for this term.

Funtastic uptake is not as much as first expected (based on the survey of what people require). However this could be due to timing of confirmation of the provision (end of the summer term) & people may have found alternative arrangements. Will be reviewed by both schools on an ongoing basis moving forward.’

Feedback from parents in the meeting using the new after school club has been positive, especially around its flexibility. There was feeling that it hadn’t been publicised very well and that more awareness was needed. Mrs Gillard to highlight the new provision in the school newsletter.

- It was agreed that after school club will now be removed from the parent forum agenda unless it is raised again in the future.

4. Revising/agreeing terms of reference etc – terms of reference for this year were agreed by all. Copy attached.

5. Library – it was agreed by all that the uptake for the library after school was too low to warrant parents giving up their time to open it. The library will no longer be open after school. Thank you to those parents who gave up their time to open the library over the last year.

6. Emails received to forum

The parent forum want to re-iterate how valuable the feedback from parents is. All the feedback that we receive via the email address is read by the chair and after which remains confidential to all other members.

- Amount of PTA emails received in first week of term. There was feedback that the volume of emails during the first week of term was overwhelming for the cygnets parents. CG to ask Heli Braver if information in emails in the first week can be amalgamated or if the PTA emails can wait another week at the beginning of autumn term.
- compliments on organisation of transition for Cygnets and friendliness of staff. There have been compliments sent from cygnet parents on the organisation and friendliness of Emmbrook Infants. Everyone in the meeting was in agreement at how open and approachable the school is and what an amazing job all the teachers and staff do to support the children.
- Climbing frame. It was asked if instead of each class having a turn on the new climbing frame, whether this could be changed to whole year groups having turns to allow children who have friends in the other class to play together. Mrs Gillard agreed that this approach could be trialled.

7. AOB

- Choir performance. It was requested that the choir put on another performance for the parents during the school year. Mrs Gillard to ask the choir teacher whether this is a possibility.
- Christmas fair – The Christmas fair is at risk as there is no coordinator to take over the organisation. It is a huge annual money raiser for the school and there is concern over it not running. Helen Venfield agreed to take this on with another parent. Since the meeting a committee has been set up and organisation is under way.

8. Next meeting – 23rd November 2018