

**Parent Forum meeting
Friday 24 November 2017, 14:15
Minutes**

1. Welcome and introductions
 - Apologies from Mrs Newson.
 - Attendance: Mrs Khan, Mrs Mansfield, Mrs Turvil, Mrs Ciobotaru, Mrs Hayton.
2. Minutes of the previous meeting and matters arising
3. Issues raised by the school:
 - Update on proposed expansion of Home Farm and building works
The build will begin at some point in January. Mr Potter updated parents on the next phase of the build which will start with the scheduling process in early January. Once the order of works is known, Mr Potter will be able to advise how this will affect the site and the space children can use for playtime.
4. Issues raised by parents.
 - Congestion. Ideas for limiting the impact of cars on the road were suggested.
 - A parent suggested a drive through drove off system on the road. Mr Potter explained this would be difficult to create as a) the road was not 1 way and b) the lines outside the school would mean parents would be fined for stopping on zigzag lines.
 - Mr Potter listened a number of ideas; some of which need to be communicated to the highways agency as the corners require double yellow lines for safety.
 - Parents very much felt that children would be safer if their parents dropped them at school and then the parents left – meaning less children were around the gate during drop off. Mr Potter said he would put this out on the next newsletter.
 - Pen licences. A parents suggested that pen licences could be the next jargon buster, with some explanation to newer parents who might not know what they are and how to get them. This would also cover WHEN pupils get it and WHAT type of pen they should use. The HFSA said they may be able to supply pens for pupils for this also.
 - Food. A recent ordering issue left the kitchen with not enough sausages on one day. This was discussed and the circumstances behind that issue were explored. Mr Potter explained that this was a one-off event and children had been given a full plate of food. Another parent asked how the portion sizes were decided and whether things would run out: it was explained how portions are determined and also how food is ordered to fit the number of meals ordered. It is rare that children don't get what they have ordered, and it just so happened that there were two instances in one week and that made it seem more of a problem than it really was.

- A parent asked about Children’s University and why the school couldn’t validate the university passport. Mr Potter explained that the school used to support the children’s university but since it became a paid-for thing, it had waned in popularity and was more of a burden than of benefit to the school or the children, particularly since there was a cost involved.

5. Any other business

6. Dates of forthcoming meetings (all Fridays at 2:15pm in the school library)

- 26th January 2018;
- 23rd February 2018;
- 23rd March 2018;
- 4th May 2018;
- 8th June 2018;
- 13th July 2018.