

Notes from Parents' Forum

20th November 2017

Uniform

Mrs Griffiths explained that the school uniform shop were investigating the issue of recently purchased girls' hats sitting awkwardly on the head. They will revert to the school after discussion with the manufacturer.

Fundraising

Parents asked for clarification of fundraising accounts. Mrs Griffiths referred parents to the information in the newsletter of the 10th November:

The Governors' Fund: all church schools have one of these to help with the upkeep of the building. £30 is requested from each family per year (please see below).

Parents' Association Fund: this fund raises money through events such as cake sales, auctions, raffles, coffee mornings etc. The money raised is used to pay for events for the children throughout the year, such as the Christmas entertainment and First Communion Breakfast. It is also used for 'extra projects' agreed between the PA and the school, such as the new sound system, furniture, play equipment and books for class libraries.

The Newman Fund: this is our brand new school charity, which is currently being set up and a bank account opened. It is a time consuming and detailed process but we hope it will be completed within the next few weeks. The Newman Fund will allow parents to give a regular amount by direct debit, or bank transfer. This money will be used by the school to pay for ongoing expenses such as the hire of St Luke's park for lunchtime play. Your contribution to the Newman Fund will allow the school's government funding to stretch further in providing for staffing and equipment. We will let you know as soon as you can begin contributing to this fund.

Parents asked for clarification of how many fundraising evenings were held by the P.A. per year. It was confirmed that in November there is an evening to welcome new parents, usually with a raffle; in February another event, sometimes with live music, and the quiz night after Easter. It was reiterated that the purpose of these events was not only to raise money for the school, but also to build community spirit among parents.

Secondary Transfer

Parents requested that the Year 5 secondary transfer meeting could be held in September of Year 5, rather than July. Mrs Griffiths agreed; the meeting is always repeated for Year 6 new starters, and so there will now be one meeting in September for both Year 5 and Year 6

parents. Since Year 5 parents have missed this meeting, Mrs Griffiths will hold one in January 2018 for current Year 5 parents.

Collection Times

Parents raised the issue of congestion in the hall at the end of the day, and asked whether classes having different finish times would ease the overcrowding. Mrs Griffiths referred the parents to the minutes of the PA forum in April where this issue was previously raised:

Mrs Griffiths agreed that the hall does get very busy at the end of the day, but pointed out that different finishing times for the younger and older classes would be unlikely to solve the problem, since many carers and children would end up waiting in the hall for older siblings to finish. After discussion, the following decisions were made:

- *The benches could be moved slightly further back, to allow more room for parents*
- *Mrs Griffiths would remind teaching staff to bring their classes down on time.*
- *Parents would help the problem by using the anticlockwise system, leaving prams and scooters outside where possible, and leaving the hall swiftly, talking to other parents outside rather than in the hall.*
- *Where possible, on days with cake sales, the children will leave through the playground.*

Gold Medallist

One parent may be able to organise a school assembly/workshop by an Olympic Athlete to teach the children about overcoming barriers, and achieving their best potential. Mrs Griffiths agreed that this would be very worthwhile.

Advent and Christmas

The arrangements for Advent and Christmas events were discussed and preparation is already well underway. Mrs Griffiths will send information about procedures for Christmas events in due course. Mrs Griffiths requested that on the day of the Christmas lunch, a list of volunteers is drawn up, to assist with security at the office door. In addition, it is important that parents do not offer additional food to children, in case of allergies. Parents will also be reminded not to post photographs on social media.