



**Parent Forum Meeting**  
**Wednesday 10<sup>th</sup> January 2018**  
**2.30pm-3.30pm**

Farmer Franks Lane  
Winkleigh  
Devon EX19 8JQ

**MINUTES (continuation of meeting 29<sup>th</sup> Nov 2017)**

**Present:** Vicki Fenemore    Sheevaun Manning    Cherry Roadnight    Robin Harper (Chair of Governors)    Caroline Crosby (minutes)  
Liz Jones    Emma Rhodes    Netti Habel    Angela Jones    Xenii Robinson    Tanya Beardon    Alison Sutherland

ITEM	LEADER	MINUTES	ACTIONS
<b>ITEMS FOR DISCUSSION</b>			
1		NH & RH apologies	
10		<p>SM explained that this decision has only been made because of previous issues that have arisen from parents reading with their own children. As a school we do not want to make things awkward. We all have to think about comparing other children with our own children. Also the pressure put on children who are reading with their own parent or someone that they know. Based on previous incidents a senior management decision was taken to not allow parents to read with any children in their own child's class.</p> <p>We really welcome parent readers, and it is lovely for children to read to someone new! LJ commented that parents help because they want to help whole school. SM commented that it is nice to see children of a different age</p>	

		<p>to your own children read. There was a general discussion around parents reading at home with children anyway and this was viewed as a special time between parent and child.</p>	
<p>11</p>	<p>Village size and its impact on school class sizes and parking</p>	<p>VF stated that the school has been remodelled a lot over the years. Built for 210 originally. There are 200 on roll at present. There is a Census every year and Devon County Council monitor numbers on a regular basis. DCC would recognise growing numbers and contact the school as necessary if it was felt expansion was required. DCC are aware of the new builds.</p> <p>Class sizes are set at 30 particularly KS1. KS2 classes can have more children but this has to be manageable. We look at every class as admission requests come through to see if we can take more. If the class has more than 30 children we look at every new application individually. Parents can appeal if their children are refused a place, this appeal goes to DCC. School has to agree to accept more than 30 children in each class. However, there can be situations where DCC force the decision for example due to special needs.</p> <p>SM commented that we have lovely children in school and we do have to treat over subscription on case by case basis. The school needs children to ensure that we receive a sustainable budget. More than 30 children can impact on teacher work, but we need to make sure that children's learning and well-being is a positive experience.</p> <p>We would like to keep single age classes rather than mixing year groups. However as part of the budget process we do look at this every year and it may be the case that we need to merge classes if pupil numbers reduce.</p> <p>We monitor through the Foundation Unit the number of children potentially coming into school Reception class. XR asked if DCC help with pupil number projections. VF explained that we used to get birth rate information but not now. ER asked if DCC look at developments and assess beforehand as to whether the school can cater for influx of families. VF explained that yes they are part of the process. The potential impact on school pupil</p>	

numbers is expected to be a low percentage to start with. But the number of school age children is expected to increase as new housing developments become more established. When a new development goes ahead funding is given to DCC and we do know that funding has been allocated to early years from the latest potential development. However, as a school we do have to bid for the funding providing information as to what it will be used for to ensure that it comes into school.

LJ asked about the catchment area map. This can be found on the DCC admissions website.

AJ asked if children already on roll in school, who live out of catchment, could be excluded if more in-catchment places are requested. No, children already with a place allocated cannot have that place revoked.

VF commented that development in the village is good for school, good for village, positive.

SM commented that we are very lucky to have such lovely grounds.

Highways have been contacted several times with regards to parking issues. The new housing development has a small car park planned in. VF commented that there are no answers regarding lack of parking. DCC has no solution. The Top playground is needed as a playground therefore we need to manage as best we can. But we also need to keep as safe as possible. The school buses are a priority and the turning circle needs to be safe for children. ER asked about removing the curb and taking down the hedge. CC stated that Highways have been asked about this and are not willing to progress this as it is not a viable option. Planning application would be needed to remove the curb and this is costly in itself. Highways have given the school cones. There was a general discussion around a Walking Bus. However, this would be a huge responsibility for parents to take on as registers would be required and level 3 safeguarding etc. The drop off points will then only move parking to other areas of the village. AS stated that parents can park in the village and walk down.

12	Healthy eating – cakes and sweets	<p>Discos – A suggestion from a parent that sweets are not sold and fruit kebabs provided instead. LJ confirmed that Friends of Winkleigh have tried fruit in the past, it is not popular. The disco is supposed to be a treat. Parents can be re-assured that if children present a lot of money to buy sweets this is limited. They are not allowed to buy a large amount of sweets. ER suggested that children are only allowed to bring £1 with them. Hot dogs are also available at the disco now. SM commented that healthy eating is important but occasionally treats are allowed.</p> <p>Cake stalls – These are a way of classes gaining extra funds. After discussion it was felt that if you feel that strongly, say no to children, do not buy a cake. Cakes are ok in moderation. VF stated that support from parents is amazing for cake stalls, parents are very supportive of school, raising much needed extra funds.</p> <p>After school clubs giving out sweets – After a general discussion it was felt that after 12 weeks of activity if sweets are given out they should be seen as a nice treat.</p> <p>Jazzy jars – Do not have to be filled with sweets, anything can be put in them, it is parental/child choice.</p> <p>Lunch boxes – SM stated that this is a different matter. School staff have had to talk to parents and the school nurse regarding healthy lunch boxes. Some lunch boxes do not contain healthy food.</p> <p>Cake for celebration – There was a discussion around this and it was felt that birthday cakes are a tradition.</p>	
13	School meals – more detail on ingredients	<p>CC provided a menu highlighting the meals that are home-made and those that are ready made. All were impressed with the amount of home-made meals. School menu does meet the government nutritional standard. The menu is monitored all of the time. The school council is currently looking into the menu and there is a menu meeting planned with the kitchen staff.</p> <p>LJ asked why a baguette is served with pasta/rice. VF confirmed that this has been stopped and a baguette is now available with a selection of fillings and salad.</p> <p>Varied menu and CC confirmed that there is no aspartame in yoghurts, low fat yes, but no additives.</p>	

		<p>Credit system is operated in school – children receive a credit if all school lunch is eaten (clean plate), packed lunch eaten completely, good behaviour. Children save up credits and they can then can ‘spend’ them in the school credit shop. Packed lunch waste is all taken home and then parents can see what has been eaten and what hasn’t.</p>	
14	Fundraising for school	<p>AS asked if fundraising can be carried out for something big other than fundraising through Friends of Winkleigh. AS suggested items such as sports equipment, classroom building work etc. Ask local businesses to donate towards a large project.</p> <p>It was also discussed and agreed to produce a wish list for Friends of Winkleigh. LJ suggested the need to work together with Friends of Winkleigh. VF stated that it was amazing that Friends give £200 per class trip.</p> <p>ER questioned as to whether there was space for big events in village calendar to raise more money? AS suggested asking local businesses for donations towards events. AS suggested a ‘Mums night out’ in the village hall, glass of bubbly, fish and chips. TB suggested a sporty activity day/fun run. The Waitrose/Tesco tokens scheme was also discussed as school can apply to fund a specific project. TB suggested mentioning local businesses in the newsletter to encourage donations.</p>	
15	School security – collecting children from school and access to the playground	<p>VF confirmed that the school front door security has been updated. Fencing at the end of the site has been discussed with a contractor. We are planning a hawthorn hedge, raise the height of the playground double gates and raise the fence to 6 foot. We don’t want it to look like a prison but needs to be safe.</p> <p>The school building is safe, kitchen doors are kept closed, hall doors also kept closed. It was suggested that school get quotes for fencing work and hopefully businesses will support. TB/AS agreed that this was a good idea. TB was worried that a child can get out or someone can get into the school grounds. VF briefly discussed Operation Encompass, where police will contact school before 9am if attending a domestic incident involving a child at the school. School do risk assess. It was suggested that local</p>	

		families/businesses would donate time to help with outdoor grounds work e.g. fencing, ask via the newsletter. AJ stated that parents will not be able to watch after school clubs if the fencing is raised/made more secure. No they will not.	
16	AOB	<p>LJ asked if the questions from parents go to the forum members and then perhaps parents could talk to forum members as sometimes forum members don't always understand what the issues are.</p> <p>AJ suggested that a form go out asking for questions, in one format. Forms can also be available in school for parents to pick up. Forum members can then talk to parents concerned if necessary. Can we put forum members names on website. (Yes). SM suggested that the forum should be used to discuss positive things. It would be nice to recognise positive things as well not only discuss issues and complaints. Parents do need to recognise that decisions are made as a leadership team, some reasons for these decisions are confidential, other reasons can be discussed. VF stated that as a school we embrace change. LJ stated that it is interesting to hear the school side of issues.</p>	
	Date of next meeting	<p>Meeting closed at. 3.25pm`</p> <p>Next meeting: Thursday 22<sup>nd</sup> March 2.00pm</p>	

Signed .....

Date.....