

Parent Council Minutes

Date:	Friday 10 th July 2026 9am – Staff Room	
Staff Attendees	Mrs Walton-Jones	
Parent Attendees	EYFS	Sanam Conway
	Year One	Justine Hardie
	Year Two	Katharine Collins
	Year Three	Michelle Harris
	Year Four	Rebecca Gisborne
	Year Five	Kimberley Foster
	Year Six	Susannah Drake

Apologies for absence	Kimberley Foster, Amanda Keating replaced her today Michelle Harris Sanam Conway was not present
Headteacher updates	• Actions reviewed from Summer 1 Parent Council meeting and all these actions have been completed. • Summary of the Summer term and end of term arrangements • Swimming is going very well. Children are enjoying it and making good progress. Feedback from the parent reps was good and the cost per lesson was seen as good. Approximately £650 has been subsidised by school for Pupil Premium pupils. There are still over £900 in outstanding payments. • There has been a delay in the SATs results being released and our school reports will now be sent home on the 17th July as the results are not released until the 16th July. Parent reps understood the reasons for this. • Air Conditioning quotes have been sought for potential future plans for school. There is no possibility of this being funded through school budget however the Head is discussing possible fundraising with FOFS and a potential gradual plan to install if viable in the future. (Y2 query) • Sports Day was cancelled due to the extreme temperatures. A pupil only Sports Day has provisionally been set for 20th July. Y2 parents have asked if the Sports Day can be earlier in the year next year with a reserve date. This is already being considered by school although we have to avoid test periods and residential trips and the 3 weeks of swimming sessions. • Charity donations - school are researching the purchase of a card reader so donations can be made on the day at drop off by families if they wish to.
Parent Reps for 2026 – 2027	• We thank Susannah Drake (Y6) and Kimberley Foster (Y5) for their time and commitment as they step down from their roles.

	• Carla Bengel will be taking on the role of Y6 Parent Rep from September 2026. • New EYFS parent rep to be assigned in September when new families have settled into school. • All other reps are happy to continue and move up into the next year group role. • Please can parent reps send through a new bio and photo to be placed (if they wish) for the classroom window and website. If no adjustments needed Headteacher will update classes and reprint ready for September.
Admin Feedback / Arbor	• Query submitted from Y3 to see if home learning can be sent via Arbor. Head explained that they will continue with stickers in reading logs to encourage and ensure reading records are sent into school each day and that they are used to record reading each day. • Outstanding payments for lunches and swimming have been requested to be made before the end of term. • Parents reminded to call, email or leave a message each day with the office if their child is absent. This is in line with the Attendance Policy available on the school website.
Contributions from Cherry Class Reps	Class Rep was not present • No feedback forwarded
Contributions from Maple Class Reps	Class Reps both present • Y1 - Class Reps communicated that everyone felt happy. • Y1 - Thanked staff for keeping the school open in the hot weather and for the hard work and commitment of staff • Y2 query if the children could have snack after swimming lessons – Yes, individual arrangements can be made with class teacher / school office. All children having a snack after swimming would be difficult due to groups swimming at different times and some parents not wanting their children to have a snack before lunch. • Y2 query over wearing PE kit in hot weather as communicated by the school – PE kit was advised to be worn during our Sports and Arts week as the children were due to participate in more sports activities. In the last 3 weeks of term, children's parents were emailed to say children <i>can</i> wear PE kit to aid changing for swimming and due to the heat. Feedback from this has been positive. There is no expectation that children wear the branded school PE kit. If parents wish, children can wear unbranded plain 100 % cotton PE kit or school uniform. School is happy for them to do this. • Y2 query – School clubs query that Chess Club was cancelled the day before. Apologies from the school office for the short notice. All pupils were in the KS2 production apart from 1 child KS1 child which was why it was cancelled. More notice will be given in future. • Y2 query – Wandering Wild Club cancelled - the provider was trying to keep the club open but with the increasing temperature and school cancellation of other clubs this

	decision had to be reversed. - Y2 Query – Not enough clubs and when will club information come out for September – we are proud of the number of clubs we offer. There have been 9 clubs this term. All teaching staff run these on a voluntary basis and external clubs will not run if they are not financially viable. As a school we are always looking for new club opportunities. Communications are sent to parents to see if they would sign up for a club. Initial responses are high enough the external club provider is contacted. Unfortunately if lower numbers of parents sign up the club cannot run. The Clubhouse, run by Flamstead Pre School is our wraparound care provider for after school, with a school pick up at 3.15pm and is suitable for parents who need childcare. - An email was sent on 8/7/26 advising that club information would be sent out as soon as possible or in September. - Y2 – Individual parents query - emails not responded to. As far as we can ascertain emails are always responded to by a member of staff. If there are individual concerns, staff will be able to help if they contact or speak to the school office so we can follow up.
Contributions from Chestnut Class Reps	Y3 Class Rep absent / Y4 Class Rep present - Y3 – Arbor query regarding homework – see response in Arbor section of minutes. - Y4 – Thanked the school for remaining open and working hard in the heat with their children. - Y4 - Query over no external trip this year, just workshops. The Y4 pupils have been to the farm and the church as a whole school. The topics for this year group were more suited to workshops that the children have really enjoyed. This information was communicated in response to an individual parent mail on 9/6/26. Sports Trips were mentioned as a positive.
Contributions from Bonsai Class Reps	Class Reps were both present - Y5 – no queries or feedback - Y6 Rep said the KS2 production had been well received and complimented the staff and children for working so hard in the heat
Summary of any actions	- Headteacher to feedback comments to all staff - Class Reps to remind parents in WhatsApp groups to complete the reading diary each night – even if the child has read a book from home and not the school reading book. - School admin to send child absence protocol out to all parents at the beginning of the Autumn Term 2026.
Date of next meeting	Friday 16th October 2026 at 9am