



Felton C of E Primary School

FELTON C OF E PRIMARY SCHOOL PARENTS' FORUM

MINUTES

Friday 4 November 2016, 14:00 – 15:00 hrs

In attendance: Julia Butlin (Chair), Rachel Murphy (Chair of Governors), Iain Long (Office Manager, Part), plus 9 parents (Sue Inglis-Jones, Ali Gill, Kate Johnston, Ed Butlin, Elspeth Walter, Richard Anderson, Zola Nicholls, Jo Powell, Donna Angus).

Apologies: Lucy Grieve (FSFA), Suzanne Connolly (Headteacher)

1. A **Welcome** was provided by JB. Agreed that minutes would be made available to all parents via Iain Long. JB reminded the group that the purpose of the parents' forum is to bring all the different interested parties together to discuss and update on issues affecting the school. All are welcome to attend.
2. **Headteacher Update:**
 - SC off site at Ofsted training. RM will provide a governor update in place of this.
3. **Matters arising from previous minutes:**
 - Mr Scott now in place for key stage 2 children.
 - The issue of cartoon drawings of the teachers is not a school priority and the action will remain on the minutes.
 - Question asked about an additional teacher for increase in number of year groups at the school. RM explained teachers and funding is linked to pupil numbers and we would need to wait and see how pupil numbers develop over the coming years. With the current numbers in years 3,4 and 5, an additional teacher is not required.
 - There are approximately 68 children enrolled at Felton with an increase in numbers expected after Christmas when the new nursery intake start.
 - Questions regarding school dinners were raised again. Portion size and availability of seconds were discussed. Two parents commented that children are reporting they are hungry after lunch and that there is inconsistency in whether second servings

are provided. It was reported that random quality control checks by staff are continuing.

- Attendance at the meeting was good and sharing the minutes with all parents via the school office contact list may help bolster numbers further.

4. Governors update:

- RM reiterated the need for additional parent governors. RM offered to explain to any parent interested in the role, what the process entails and explain the requirements and time involved.
- RM outlined a new document which this week has been uploaded on the school website. It explains the school ethos and vision developed by the Governors in conjunction with the Head teacher. The document explains the holistic approach to education the school intends to take with our children. Please visit the school website to read the full document.

<http://www.felton.northumberland.sch.uk/website>

- Additional documents will be uploaded in the coming days to explain how the school vision will be achieved, how performance is assessed, the planning process, termly and annual evaluations and strategic priorities. There are 5 strategic priorities to be implemented in 3 phases over the coming years. They include curriculum (maths, English), academic achievement, governance, environment (outdoor learning), strategic priority (numbers, physical classroom space etc.)
- A question was asked regarding capital funding from the County Council because of the move to a Primary school. RM explained funding was based on the need of the school in relation to numbers and existing facilities. The County Council assessment, made as part of the transition to a Primary school, concluded Felton did not require additional funding.
- The group requested further information regarding possible plans for the school facilities. RM could not elaborate on the plans as they have not been agreed and many ideas are under consideration.
- A question was asked regarding how the plans will be funded. RM said some funding is available from County, some will be self-raised, and suitable external charities who the school may be able to access are being identified.
- A question was asked if there were any planning gain benefits from the new housing development at Mouldshaugh Lane, i.e. funding for

sports facilities. The planning permission has been granted and the Parish Council focus was on a new doctor's surgery. Discussion regarding potential additional housing developments led to an agreement that the forum should input to the Parish Council to have its opinion considered in the event of any further planning applications.

- A question was asked about the parents forum links to the Rec committee and combined funding for changing facilities. RM confirmed all options are considered and have been captured in the Governors strategic plan. Members of the forum were encouraged to attend the Parish council meetings which are open to all.

5. FSFA update: JB provided an update:

FSFA have quite a few events coming up which will be published in due course, including:

- Christmas fair Saturday 26th November, 10-12pm, Village Hall.
- Anniversary ball Saturday 11th March 2017, Alnwick Gardens, £40 per ticket.
- FSFA part funded the school pantomime trip.
- Future funding from FSFA to the school is focusing on reading space within classrooms and outdoor/playground space and equipment.
- Art/stain glass school legacy project.
- Question as to whether the green screen, which was funded by the FSFA, is being used. The group were told the company providing the equipment is no longer operating, and as a result, the staff have not received training, making the equipment difficult to use. The group requested that an alternative training provider is found to ensure the equipment is put to good use.

6. New issues raised:

- Can future Christmas performances be run twice to maximise opportunities for parents to attend. The response was that it was too late for this year's arrangements. The plan is a combined carol and Christmas performance at the St Michaels Church, Felton.
- Music lessons. There is already provision for years 3, 4 and 5 (currently Friday am). Choir is available after school on Thursday. The school is in discussion with another provider for after school piano lessons. Further information will be provided by email

shortly. For those wanting to use this service it will be a direct relationship with individual providing the lessons. The school will be providing the facilities (space and equipment).

- Swimming – it was reported that almost half of the pool is now available for public swimming during the children’s swimming sessions. This is restricting the space available to the children and reducing the time they spend actively swimming. This appears to be a policy change by the pool management and the group felt it should be challenged.
- Swimming – discussion was held regarding how good it was for the children to have access to swimming every week. However, the competence of some swimmers, and in relation to the point above, it was requested alternatives were investigated, such as bouldering, trampoline etc.

Agreed next steps:

Action	Person responsible	Date to complete
Consider a project to produce cartoon images of school staff drawn by children for posting on website	RP	15 July 2016
School to provide feedback to the swimming pool management about the number of lanes designated for public swimming.	RM	30/11/2016
Confirm the school policy on second helpings for children taking school meals.	SC	30/11/2016
Identify an additional training provider for the ‘green screen’ and provide training to staff.	SC	15/12/2016
Can alternatives to swimming be offered to the children when at Willoburn leisure centre on a Thursday.	SC	15/12/2016

Agenda item 6 – Date of next meeting Mid January, TBC. Fridays preferred.
Signature of Chair: