

## Agenda with Minutes Hamstel Infant School and Nursery Parent Council

**Meeting Date:** Wednesday 04<sup>th</sup> June 2025 **Time:** 9.00am

**Venue:** Hamstel Infant School and Nursery

| Name                           | Class                  | Present |
|--------------------------------|------------------------|---------|
| (VT) Vicki Tracy               | Chair – Vice Principal | /       |
| (SR) Scott Roche               | Principal              |         |
| <b>PARENT COUNCIL MEMBERS:</b> |                        |         |
| Josie Barnes                   | Seahorse               | /       |
| Louise Holborough              |                        | /       |
| Helen Bennett                  | Starfish               |         |
|                                |                        |         |
|                                | Owl                    |         |
| Emily Makombe                  | Woodpecker             |         |
| Michelle Hurrell               |                        |         |
|                                | Kingfisher             |         |
|                                | Peacock                |         |
|                                |                        |         |
| Hannah Halliday                | Dragonfly              | /       |
| Jade Herald                    | Dragonfly              |         |
| Louise Holborough              | Duck                   | /       |
|                                | Heron                  |         |
| Melba Whipps                   | Newt                   |         |
|                                |                        |         |
| Mr Matthew Driscoll            | Otter                  | /       |
| Louise Holborough              | Fox                    | /       |
|                                | Hedgehog               |         |
| Mrs Pauline Webster            | Squirrel               |         |
|                                | Badger                 |         |

|   |   |
|---|---|
| <b>Apologies:</b><br>Paula Webster  |   |
| <b>Actions from last meeting:</b><br><ul style="list-style-type: none"> <li>Share minutes with staff and SLT</li> </ul>   |   |
| <b>AGENDA</b>   |   |
| 1) <b>Curriculum Meetings:</b> What key information would new to Year 1 / Year 2 parents like at the curriculum meetings in July?   | Feel that we are covering everything.   |
| 2) <b>Parent Meetings / Workshops:</b> Is childcare problematic for meetings e.g. curriculum meetings – do we need to consider more flexible meeting times?   | Working parents sometimes find it difficult. Sometimes in (otter class) it is childcare. Younger siblings are always welcome at workshops. Timings for workshops at 9am and 2.30pm work for most parents. We do send out the termly overviews but then sometimes final information is not always consistently given in enough time. Recordings of workshops would not always work when children involved, information is sent out to parents as a follow up and put on website. |
| 3) <b>Suggestion Boxes:</b> Have physical or digital suggestion boxes where parents can share their ideas anonymously. Are suggestion boxes a good idea?  | Both, box at the office and QR codes in classroom windows.  |
| 4) <b>Annual Reports:</b> This year we are going to send out paper response form with report and a QR code.   | Good idea to do both.   |
| 5) <b>Newsletter:</b> Any further feedback?   | Celebration part has been missing.  |
| <b>AOB Raised by Parent Forum:</b>  |   |
| <ul style="list-style-type: none"> <li>Swimming – communication update in terms of what is happening – CIF Bid has gone in but hasn't been approved. Matthew is going to explore more information about how parents can help fundraise e.g. crowd funding, events etc</li> <li>RWInc QR codes – please can we have a hyperlink with the QR code - <a href="#">Will raise with VB</a></li> <li>Request a reminder about transition information from Nursery – <a href="#">Will send out some reminders in the newsletter.</a></li> </ul> |   |

- Teddy Bears Picnic is it happening on 18<sup>th</sup> July? – are parents invited? Keen to come as couldn't for Easter crafts. – [Will send out some information to clarify the event details.](#)
- Community Days in local schools – parents come and take part in a fun day together – are these events we can consider in the future?
- Breakfast Club – will they have spaces in September for new children, will we need to book in August? [Spaces will be available and more information will come out about this.](#)
- Packed Lunch for Receptions who are fussy eaters – Office will accommodate / taster sessions / Information at Induction Meeting
- Can the fence be fixed – metal gate at the Nursery – [it is on the list to be fixed](#)
- Spelling sheets each term – one or two weeks too late - [VT will speak to the staff.](#)
- Otter Class – Newsround – this is been brilliant for supporting understanding and knowledge
- After school club – can we have some discounts for siblings?

#### **Actions:**

- Share minutes with staff and SLT
- Discuss any posed questions with SR that were not answered in Parent Council

#### **Actions carried over:**

None

#### **Date of next meetings:**

Wednesday 9<sup>th</sup> July 2025