



Willowbrook Primary School Parent Council Meeting

Wednesday November 15th, 2023, 9.15am

Attendees: Mrs Branton (Headteacher), Mrs Wistow (Beech Class), Mrs Brown (Chestnut Class), Mrs Chisholm (Pine Class), Mrs O’Grady (Oak Class), Mrs Bradley (Cherry Class).

Apologies: Mrs Ellul (Elm class) and Mrs Wamsley (Whitebeam)

Previous points raised	Outcome
Water bottles- policies were unclear (e.g. some classes have their bottles on desks and others at back of classroom only to be used at certain times).	These policies are up to the class teacher who will do what is best for their individual class. Parents to ask class teacher if unsure about policy.
Since the school often participates in charity events-would it be possible for parents to make one larger donation and have that split between the various events through the year?	Unfortunately, this is too complicated to administer so parents are advised to contribute when they can.

Item	Notes	Action
Breakfast & After-School Club	From January it will be necessary for parents to pre-book their child’s place at before/after-school club in the week prior. This is in order to avoid food waste. It was noted that exceptions would be made to allow children to attend without notice.	Communication to be sent out in December (CB)
School Meals	The school needs to encourage the take-up of school meals. The school are investigating ways on how we can provide the children opportunities to have tasters for certain foods to encourage uptake. The KS2 children assisting with the lunch service in the hall each day will be asked to encourage the other children to use the salad bar. Portion sizes should be appropriate for the age of the children. The experienced cook has recently left so the school may find there is a period of adjustment while the position is filled.	Parent Councillors to encourage parents to uptake school meals for their children and share information about the school looking into sample tasters.
Swimming	Some parents do not feel that the swimming provided by school is as valuable as it could be. It was stressed that swimming is offered at	CB is looking into the possibility of feedback being provided to parents for each child.



	<p>appropriate levels for the different abilities within the groups.</p> <p>Swimming lessons also encourage independence-the children are responsible for their own belongings and learn how to behave appropriately when outside the school.</p>	
Parent coffee mornings	<p>These are continuing this year with some input from various classes. A survey has gone out to parents to find out preferable days and topics that parents are interested in.</p>	<p>Parent Council to continue to send reminders to parents via WhatsApp groups</p>
Book vending machine	<p>This has been popular in encouraging reading. There are still a few questions about how to earn the tokens, and also once a child has won a book should they be offered a different reward in future to allow other children in the class to win a book.</p> <p>Some parents are unsure that the reading effort is rewarded consistently with the book vending machine.</p>	<p>CB to clarify the rules and check that all teachers are following them.</p> <p>CB to consider how to make it fairer for those children that read regularly but keep 'missing out' on the books.</p>
Suggested authors	<p>Could the teachers provide a short list of age-appropriate authors for each class?</p>	<p>CB to arrange</p>
'Class pages' on school website	<p>The class pages are all up-to-date and contain lots of useful information about the individual classes.</p>	<p>Parent Council to remind parents about this useful resource.</p>
New teaching staff	<p>When new staff join, could they be briefly introduced at each class assembly so parents are familiar with the entire teaching staff. This would be particularly useful for after-school clubs.</p>	<p>New joiners are always invited to attend exhibition afternoon so that they can meet the parents. The teachers are available at the class door at the end of every day.</p>
Twitter/X	<p>Not all parents are signed up to Twitter/X as perhaps they are unsure how it works and so are missing out on the regular photos of the children at school.</p>	<p>LC offered to attend a session at the next coffee morning to help anyone who needs assistance with this.</p> <p>Parent Council to share this with their groups.</p>
London mini-marathon	<p>This was a really well-attended and fun activity last year, the school is hoping to participate again this year (April 2024)</p>	<p>CB to arrange.</p>
School sporting events	<p>It was noted that perhaps the same children seem to participate in these events. The explanation for this is that many of the children who participate are members of one of the school clubs (e.g. football or athletics) and so have been training specifically for this activity. There are opportunities for other children to be involved and teaching staff look</p>	<p>CB to speak with Mrs Chandler and look at ways in which this can be incorporated. The school will also be producing a P.E questionnaire for parents and pupils to complete to gain feedback .</p>



	to include children where it is felt it would be helpful for the child's development.	
End of year show Year 5 and 6	<p>There was a fantastic performance in July that was enjoyed by all, however it was felt that the time spent practising (particularly for Year 5 who provided the background singing) was excessive.</p> <p>It was asked if there could be a performance of the show just for Year 6 parents as it can be quite noisy and difficult to hear</p>	<p>CB to consider practise time.</p> <p>Unfortunately, due to time pressure and logistics it would not be possible to have a specific Year 6 parents' performance</p>
Microphones in school hall	<p>It was asked whether the school had considered microphones suspended from the ceiling in the hall as sometimes in assemblies it can be quite difficult to hear the children</p>	<p>CB responded that the school has hand-held microphones used for some performances, but that learning to project their voices is an important skill for the children.</p> <p>CB to investigate with technicians.</p>
School uniform	<p>Parents had asked that the school uniform policy be enforced more strictly.</p> <p>There was a question about whether uniform is necessary at primary school.</p>	<p>CB stated that the Governors are reviewing this in November.</p> <p>CB replied that in her experience, uniform is important in providing a good learning atmosphere and the School Council believes it makes the mornings much easier for parents.</p>
Lost property	<p>Chestnut class have been experiencing instances of lost property as the children transition to the Juniors. It was requested that at the end of each school day the class teacher asks everyone if they have remembered their belongings.</p>	<p>CB to action.</p>
Trauma Perceptive Practice (TPP)	<p>Willowbrook aims to become a TPP best practice school. This will improve the health and wellbeing of both staff and pupils at the school.</p>	<p>Some staff have already undertaken training and a survey to parents will be sent out in due course.</p>



AOB	<ul style="list-style-type: none">● Sports kit A new sports kit has been ordered thanks to a generous donation from a parent. ● Quiet playground area The school intends to develop a quiet area for reading and writing at break and lunchtime in the wooden rotunda. This would require painting and flooring and the school would look to the PTFA/ parent volunteers for assistance with this project. Please notify the school office if this is something you have experience in and can offer some assistance. ● After-school activity clubs CB to check whether the children attending after-school activity clubs are allowed to bring a small snack in to eat before participating. ● After-school club It was asked whether after-school club could run until 6pm-CB to investigate. ● Holiday Clubs CB has looked into this and found that it would be complicated and costly to open the school during the holidays but is aware of the requests and will continue investigating. ● Schools in the area with 2-week October half term A few local senior schools have introduced a two-week long October half term (reducing the length of the summer holiday) and it was asked whether Willowbrook School is considering this. CB will investigate.
Date of next meeting	TBC