 

“**Working Together, Playing Together, Serving God and Serving Others”**

**MINUTES OF A MEETING OF THE PARENT COUNCIL OF DAVENHAM CHURCH OF ENGLAND PRIMARY SCHOOL HELD ON 19th November 2019**

1. **APOLOGIES**

Chloe Nash, Rachel Cohen, Sarah Morley

1. **MINUTES OF THE LAST MEETING-** That the minutes of the meeting held on 19THNovember 2019 be confirmed as a correct record.
2. **MINTUES OF THIS MEETING - (Items in red are on-going. Green are now closed. Red items are then transferred to on-going items in Part 3).**

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| **Agenda No.** | **Action** | **Responsibility** |
| **1.** | Panto | Praise excellent event for whole school. CLOSED |
| **2.** | Paid for school dinners | Query as to how system works as some children are not getting what they chose at the start of the day. Orders are taken and kitchen makes the menus. Children may forget. Tina and teachers to follow up the process to get it to work a little bit better. Children need to remember if they are having red or green. **ONGOING** |
| **3.** | Head Bumps | Few more head bumps had been highlighted happening in afternoon play. School had already identified this and it has been actioned. **CLOSED** |  |  |
| **4.** | Daily Mile | This doesn’t appear to be consistent. Shoes can be brought in and taken home. Mrs Oakes to follow up consistency across the school. ONGOING |
| **4.** | Nativity | Worked well having separate Reception and year1 and 2. Plenty of room for audience on each performance. **CLOSED** |
| **5.** | Playmaker Sport breakfasts | Good to know this is continuing and able to book more in advance especially for working parents. **CLOSED** |
| **6.** | Holiday clubs | Would help to have more notice of dates they will take place. This will be passed on to the providers of the holiday club SK9 Sports and playmaker sports. **CLOSED** |

1. **REVIEW OF ACTIONS FROM ANY PREVIOUS MEETINGS (everything in red)**

Parent Council reviewed the following actions from the previous meetings:

1. **ONGOING ITEMS**

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| **Agenda No.** | **Action** | **Responsibility** |
| **1.** | **Hand Hygiene** | Children will watch a short clip during whole school worship on hand hygiene week beginning 27th Jan 2020. **CLOSED** |
| **2.** | **Prices for lines of parking bays being checked for disabled parking.** | The price was £475 VAT to re paint the lines. As a trial blue cones will be put out to remind people that these are for disabled users only and reviewed at the next meeting. represented an issue. JH to monitor and the matter to be reopened if misuse persists. **ONGOING** |
| **3.** | Spellings and timetables. | Positive feedback from several year groups. More consistency across year groups and year 5/6 have a little book to use. **CLOSED** |
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| **4.** | Crisp packet recycling JE | This has been started and is working well. **CLOSED** |
| **5.** | Class photos on class website. | This has been resolved. **CLOSED** |
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1. **ANY OTHER BUSINESS**:

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| **1.** | Using one street at peak drop off | Appears to be drivers not following one way system at peak school drop off. Reminder will go in newsletter. **CLOSED** |
| **2.** | Query with regard to how many PE sessions classes have each week. | Mrs Oakes to follow up classes should have one with class teacher and one with Mrs Oakes. Some junior classes have one every other week with class teacher. **ONGOING** |
| **3.** | Packed Lunches – where eat? | Children eat in hall. If children don’t eat packed lunch items it comes home. If your child needs little reminder put note in book for class teacher. Mid Day can then check and encourage. **ONGOING** |
| **4.** | Nits | Reminder to be put in newsletter for parents to inform office if their child has been treated to try and reduce the spread. **CLOSED** |
| **5.** | Mini Mid day | Excellent feedback from years 4 and 5 they are very proud of their mid day roles. **CLOSED** |

Next Meeting scheduled for Tuesday 10th March 2020. Focus year groups year 1 and 2.