



## Bromley Heath Infant School

### Parent Coffee Meeting

Date: 15<sup>th</sup> May 2019

Notes	Action
<ul style="list-style-type: none"> <li>Attendance 6 parents.</li> </ul>	
<ul style="list-style-type: none"> <li>As a result of the last meeting, the office staff looked at ways of streamlining the amount of emails. Mrs Long gathered views of the parent at the last coffee meeting and parent councillors who had asked their year groups. The general consensus was that the majority of parents were happy with the system as it is and many said that they would rather be over communicated than miss out on something. It was decided that the system would remain the same but the office staff would be mindful about the necessity of text messages sent.</li> </ul>	
<ul style="list-style-type: none"> <li>We discussed the school playground and the stay and play sessions that happen afterschool. TL agreed to remind parents what these sessions are and the expectations for supervision.</li> </ul>	TL to add to newsletter
<ul style="list-style-type: none"> <li>Summer footwear, the use of hats and sun cream was discussed and again it was agreed that it would be useful to remind parents via a newsletter.</li> </ul>	TL to add to newsletter
<ul style="list-style-type: none"> <li>We now have 1 new volunteer to help run the school lending library. We still need a few more to make this viable. Anyone who has half an hour to spare on Friday mornings and could help the children share the library books please contact Mrs Billington or the school office.</li> </ul>	
<ul style="list-style-type: none"> <li>Giraffe parents were informed, after consultation with parents that the side door would continue to be the door that they drop off and collect their children.</li> </ul>	
<ul style="list-style-type: none"> <li>One parent asked if the packed lunch children ate their lunch away from their class in the hall. TL explained that all of the packed lunch children sit together on tables at the side of the hall to eat their lunch. The reason for this being, that if the packed lunch children sat with the hot dinner children they would be left alone when the rest of the table queued for their lunch and it was felt that this was not conducive to friendly lunchtime experience.</li> </ul>	
<ul style="list-style-type: none"> <li>TL also informed parents that we have a vacancy for a Parent Governor as Mrs Say's term of office has ended. TL will distribute information before the end of term.</li> </ul>	TL to organise
<ul style="list-style-type: none"> <li>Parents were also told that the school will be conducting its annual OFSTED Parent and child survey and information will be sent out before the end of term regarding how to access the survey.</li> </ul>	TL to organise
<ul style="list-style-type: none"> <li><b>NEXT MEETING: Monday 24<sup>th</sup> June 2019 at 2.30pm</b></li> </ul>	