



**Present:** Sam Miller (Senior Teacher), Jenny Button (Otter), Anna Smith (Duckling) & Jenny Button (Otter)

**Apologies:** Kayleigh Sivier (Kingfisher- will need to find a new Kingfisher representative)

Item	Topic	Discussion (Questions raised through the parent groups, and responses from SM)	Actions
1	Go over actions from previous meeting	SM went through each topic in last term's meeting.	Everyone happy with previous minutes and actions
2	Slots to use the toilets in Otter	Children has said that they were given slots in which they were allowed to go to the toilet and if they missed their slot they couldn't go.	SM to investigate. LM confirmed that there are no slots for children to use the toilet but whilst SATs were going on in the hall there were certain times when children weren't allowed to go to the toilet so they didn't interrupt the test paper.
3	Voluntary contribution for trips	There is no option for parents to pay nothing and give their child permission to attend the trip.	SM to investigate Despite the school setting a minimum payment of £0, ParentPay set up minimum payment of 1p. Another system can be set up where parents can select not to pay anything but the maximum is what the cost of the trip is- there is no option for parents to contribute more if they wanted. This system will be set up for future trips.

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4	Missed deadline to sign up for trip- what happens then?	SM confirmed that if we do not have permission for a child to attend a trip, we would get either written or verbal permission from that child's family for their child to attend. A child will not attend a trip unless we have permission.	
5	Children let out early from KS1	One parent has stated that they struggle to get to school for 15.15 and struggle to get to their child on time when other children are walking up the stairs.	Other parent council felt this wasn't an issue but SM will still mention this to JC. <i>Completed on 13/5/22</i>
6	Sporting competitions	Great that more sporting competitions and Father's Day lunch combined with Sports Day is going ahead.	SM to pass this positive message onto relevant staff. <i>Completed on 13/5/22</i>

Kayleigh Sivier had messaged SM the feedback from Kingfisher parents.

**Date of next meeting: *Friday, 8<sup>th</sup> July 2022***