



Minutes of Parent Forum meeting

Drapers' Maylands Primary School

Date: 7th May 2019

Present: Laura Gatdula, Maria Jones, Tracy Sendall, Trudy Spillane, Miriama Michalova

Apologies: Chelsea Kelsall, Cally Jones, Darshan Rehal, Francis Theodorou, Melanie Saunders, Michelle Sadiku

Chaired by: Trudy Spillane

1. Welcome
2. Minutes from last meeting shared.

Actions: The Lottery – TS to find out more information

Adults' only event? – MJ for next mtg.

Mini-Maylands – advertised on website

LG – on advertised Net Mums

Medication changes:- school form amended

3. Website –audit

Actions: Calendar – more detail under each needed (TS)

Sports Day – times to be checked (TS)

eg - children need a t-shirt in their house colours

Year 3 assembly – actual times/details about children coming and other details (TS)

Parent and carers – could there be a link to calendar?

Archive all but previous terms' letters (PG)

Actions: Forum members to share link with short-cut on phone screen.



Action: App – For Maylands? (TS to find out)
Times eg – Sports' Day times (TS)
Add Mini-Maylands to calendar – Photo to add to scroll (NG Tuesday)
Breck Foundation : Leaflets to school community (school office)

Parent Forum :

(TS) to promote and add link to parents' page
(TS) Add to website safeguarding page
when emails are sent refer to website for details (Action PG)
(TS) update workshops page with upcoming workshops
Chick webcam – remove (TS)
LG – suggest link to administrator or link to admin @ email address (as contact page) – Action TS
MJ – Community – add volunteer sign-up link
eg - Do you have a talent to share?
Would you like to be a librarian?
Are you an avid gardener? Could you volunteer? (TS Action)
(TS) Parent Forum – March minutes need to be up to date.
Representatives out of date. Email – check address
(TS – change to admin @ or box to send message)

AOB LG – After school clubs – selection process explained by TS on merit by specialist teachers.

MJ West End tickets bulk buy tickets by school and add on some money for school funds? (PG)

Southend wristbands – MJ to find out more information for next meeting.