



“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 TUESDAY 22ND SEPTEMBER 2026.

APOLOGIES: *Becci Kettle*

ATTENDEES: *Joanne Hyslop, Emma Pozniak, Emilie Mercer, Michelle Speers, Emma Harnett, Francesca G, Sarah Morley, James Stambach*

MINUTES and ACTIONS FROM THE MEETING:

Agenda Point		
1. Parent Council '25-'26 AGM Report	Mrs Hyslop read on behalf of Kerry Parry who has stood down from chair position. Thank you to Kerry for all of your support over the years.	Full details of the report can be found on the website.
2. Voting of new Chair, Vice Chair & Secretary	Voted as follows: Chair – Emma Pozniak Vice Chair – Michelle Speers Secretary – Emma Harnett	

CONSTRUCTIVE & NEW IDEAS:

Agenda Point	Parent Feedback	School Response & Next Steps
1. Reading Diaries	A number of parents shared feedback that they missed the reading diaries as they are keen to understand the frequency that their child is reading with a teacher each week and areas for development.	The reading diaries were stopped by school, as they were largely not being used and consumed a lot of time for teachers to complete. Mrs Hyslop to pick up with the relevant teachers so that an update can be shared with parents. Any parent who has a specific concern or question about their child's reading should pick up directly with the relevant teacher.
2. After School Clubs	Request for more notice when releasing after school clubs.	Priority has to be made for Hygge bookings and ensuring parents are set with the cover they need for the half term before clubs will be released.

		Acknowledged that Autumn 1 is always trickier to give more notice on and in future, will aim for < 1 weeks' notice.
3. Eating Lunch in Silence	Parents had raised concerns about children being asked to eaten their lunch in silence and didn't feel this was right.	Advised that was a one-off is response to the volume of noise in the hall and is not the general rule.
4. Screen Time as Homework	Parent asked if there was alternative homework that could be set that didn't involve screens.	The maths applications have their merits and are found to be beneficial for a lot of children and parents. If alternative homework is preferred, parents are invited to discuss with their relevant class teacher.
5. Dirty Drinking Water & Plates at Lunch. Ask for children to use their own water bottle at lunch.	A parent has raised a concern following feedback from their child. They also asked why their child's own water bottle could not be used at lunchtime.	Assured that the plates, cutlery and cups that are used by the children are all clean. The are separate jugs for clean water and where finished drinks are discarded. There is always clean drinking water available for the children. Children eating their own packed lunch use their own drinking bottle. Those receiving a school dinner will be provided with eater water, milk or juice.
6. Clarification on class splits	A query was raised about how class splits were conducted.	Historically, children & parents were asked to provide a list of four friends. Feedback from teachers and parents was that this system wasn't working as well as intended. This year, the teachers allocated based on friendships but also where they felt the child would be best suited to succeed that year. A letter was shared before transition day explaining this.
7. Rule Change regarding sweets for birthdays.	Clarification requested about what had prompted the rule change.	Benedict's Law has been introduced and this rule mitigates risks for those with allergies. Although there are certain items which may be fine for all allergies, the preference is to remain consistent with the blanket rule to ensure it is fair for all.

POSITIVE FEEDBACK:

Agenda Point	Parent Feedback	School Response & Next Steps
8. New lunch menu	Generally positive feedback regarding the new menu. Request to gain more clarity on the hot vegetarian meals available.	Some hot options are suitable for vegans and vegetarians. Jacket potatoes are available each day, as are sandwiches. The kitchen staff are aware of all dietary requirements and options per child so there will always be a choice.
9. Egyptian & Victorian Days	Positive feedback shared for both days across year groups and thanks shared to teachers for organising.	
10. Super start to the year & caring, nurturing teachers	Feedback shared that transitions into new classes had been well managed. Thanks shared to teachers for their support and care.	
11. Reception start	Parents of the new reception class praised that there were no transition days and the children joined for the full day from day one.	Grateful for the feedback and will bear this in mind when making future decision about Reception transition days.

AOB:

Discussion Point	Query Raised	Action & Next Steps
Class Sizes	Question raised about the class size of Y3 and whether more teacher/TA support was required.	No concerns or issues raised from the school's POV. If a parent has a specific concern, please direct it to the class teacher to discuss further.
Feedback for Parent Council Meetings	Discussion regarding the best forum for gathering agenda points for parent council moving forward.	In future, it is agreed that a post will be shared on google classroom. Parents can add a comment with an agenda topic there or email their class rep directly. Minutes will also be shared via google classroom for greater visibility.
Dogs on the playground	Continue to be parents bringing dogs on the playground.	Aware of issues and will discuss with the parents directly. May explore additional signage on the gates.
KS2 Uniform Survey	Is there appetite from parents for those in KS2 to wear the 'PE uniform' more consistently through the week for comfort.	Survey to be organised by school and decisions to be made in alignment with Buccaneers Uniform Shop.

Next meeting – 10th November 2026 7:30pm