



Downe Primary School

Headteacher
Mrs J. Panteli

Parent Forum Meeting Minutes

20th April 2022

School Day

Present: Headteacher and six parents of pupils in Years 1- 6

Headteacher introduced the purpose and the context for the meeting.

A discussion then took place regarding the school's school day timings which are currently 8:55 - 3:15, with a soft start between 8:40 and 8:55:

- Parking
- Government white paper
- Pre-covid arrangements for pick-up and drop-off
- Consultation process

What is working well:

- Soft start
 - supports parents with getting to work promptly
 - prevents traffic build up and parking problems
 - supports children settling into the school day
 - teaching can begin promptly at 9am.
- Clubs
 - Summer term club proposals help to extend the school day for those that need it. Keen to see what uptake is like



Downe Primary School

Headteacher
Mrs J. Panteli

What is not working so well

- End of day collection
 - Ongoing congestion and parking difficulties
 - Children feeling their parents are late if they are not collected at 3:15
- School car park
 - Staff using the school car park gates between 8:40-9am

Agreed Actions:

- Soft start to be left in place
- School to encourage more families to park and stride/scoot from alternative places in the village
- Club trial to ascertain whether uptake for extended day is there
- School and parents to reinforce to children that collection times are between 3:15 and 3:30
- School to remind parents to park further away from school if they are planning to go to the park after school so as not to cause congestion outside school
- School to send out a parent survey to establish general consensus about additional 15 minutes per day in line with the (not yet statute) Government white paper



Downe Primary School