

# Parent Council Meeting

12th March 2026

## Attendees

MAJ, Laura Stevens, Susi, Toni, Kat, Laura Rogers, Ms Sidders

Apologies: Jess

## Agenda

### Welcome from the Chair

Laura welcomed attendees and noted that it has been a year since the previous meeting. A further meeting will be scheduled before the end of the school year.

### Agenda Items

#### SEN Department Update

Further information was requested regarding the structure of the SEN department following Mrs Bowler's departure.

- Communication about who had taken on Mrs Bowler's role had not been clear or timely, and that emails to the school had sometimes gone unanswered for several weeks.
- The school explained that Mrs Godden was communicated to parents in December as Inclusion Manager.
- The school has introduced Inclusion Champions, who support the SEN structure.
  - Each champion is responsible for approximately six classes.
  - They meet with Mrs Godden fortnightly.
  - They are allocated half a day per week for meetings and parent communication.
- Feedback regarding the timing and clarity of communication was acknowledged.
- It was suggested that the roles and structure are clearly listed on the school website.

#### Parents' Evenings

Discussion around the timing and format of Key Stage 2 parents' evenings.

- Some parents suggested moving the autumn parents' evening to later in October or early November - the school explained that October is currently chosen due to the demands of Term 2.

- Face-to-face meetings are always available if requested, although these appointments are not always taken up by parents.
- Parent Council members and staff felt that always offering both online and face-to-face options would be preferable.

## Homework

Discussion around whether homework is set consistently and at an appropriate level for all children.

- A review of homework expectations is underway - staff have been asked to provide feedback via a Google form on current homework practices.
- Concerns were raised about Year 6 maths homework, which some parents feel is too difficult for many children.
- Suggestions included more personalised homework or greater flexibility in what children are required to complete.

## Key Stage 1 Lunchtime Structure

Clarification requested regarding how KS1 lunchtimes are organised.

- Year 1 eat first while Year 2 play, then the groups swap.
- Children are called into lunch by class and generally eat with their class, but seating is relatively flexible.
- Teachers may move children if table dynamics require it.
- Cozy Cabin operates as a lunchtime intervention space where children can be invited to spend time if they would benefit from additional support during lunch.
- Lunchtimes have become more free-flowing following the introduction of OPAL play.
- Managing the lunchtime period across the school remains a logistical challenge.

## Parent Council Recruitment and Website Photo

The current Parent Council photo on the school website is out of date and includes parents whose children are no longer at the school.

- A recruitment reminder will be included in the school newsletter.
- A new photo will be taken in July.

## Parent Council Email Communication

Clarification requested regarding the Parent Council email address.

- **Email:** [parentcouncil@joylane.kent.sch.uk](mailto:parentcouncil@joylane.kent.sch.uk)
- Emails are received by Laura.

## **AOB**

- None

## **Action Items**

1. Roles and structure of the Inclusion Team to be listed on the school website - MAJ
2. Homework review - Mrs Harkins (?)
3. Year 6 homework - more personalised or greater flexibility in what children are required to complete - MAJ feedback to Year 6 team
4. A PC recruitment notification to be included in the school newsletter - Laura Stevens

## **Next meeting Term 6 tbc**