



Barleyfields Children's Centre Parent Forum

17 November 2010

St Martin's Parish Centre, Knebworth

Notes of Meeting

Present: Sue Smith, Barleyfields Children's Centre
 Angie James, Barleyfields Children's Centre
 Caroline Long
 Tanya Bedford
 Jennifer Madden

Apologies: Fiona Deans
 Rebecca Lodge

Item	Notes	To Do
1	Sue welcomed everyone to the meeting and thanked them for coming along.	
2	<p>Notes of the last meeting</p> <p>The notes of the last meeting on 20 July were discussed. The 'Swap Shop' has been renamed as 'Hand Me Down Heaven' and is displayed at the Children's Centre. Jenny suggested that it is not sited in a good position. Sue agreed and said that we will move it into a better place.</p> <p>The Saturday Dads dates are on the Barleyfields website and Sue will seek to agree the dates for 2011 and publicise these as soon as possible.</p> <p>Barleyfields will be offering Family Fun sessions on Saturdays with the first ones in 2011 taking place on 29 January, 26 February and 26 March.</p>	<p>Sue to contact Stepping Stone to ask about dates for 2011 by end November 2010.</p>

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2	<p>Notes of the last meeting continued</p> <p>Stay and Play at Barleyfields Children's Centre now has a baby / quiet area in the lounge to the side of the hall.</p> <p>Barleyfields Children's Centre can provide families with information on weaning, fussy eating, healthy eating and has the Essential Early Years Cookbook which parents and carers are welcome to look at.</p>	
3	<p>Update from Sue</p> <p>Sue gave a brief update on developments at the Children's Centre.</p> <p>The Children's Centre is running a Toddler Rhyme and Story-time session on Friday afternoons and also a Buggy Buddies session.</p>	
4	<p>Open discussion – ideas and feedback from parents</p> <p>Parents at the Forum said that they would be interested in a toy library – particularly for large and noisy toys. Sue said that was interesting as in the past consultation with families had shown that there was requirement for a toy library.</p> <p>Parents said that the Children's Centre is not viewed by everyone as being a universal service (ie as open to all families with children under the age of 5 years in the Knebworth, Woolmer Green and Oaklands area). It was suggested that The Children's Centre holds a coffee morning in Knebworth at the end of January 2011 and promotes this by talking to parents in the playground at Knebworth School.</p>	<p>Barleyfields Children's Centre will carry out consultation with families about setting up a toy library. This will take place once Children's Centre budgets have been agreed.</p> <p>Barleyfields Children's Centre to arrange a date for the coffee morning and produce flyers. Caroline and Tanya offered to hand these out and to introduce Barleyfields staff to other parents who may not be familiar with the Children's Centre.</p>

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4	<p>Open discussion – ideas and feedback from parents continued</p> <p>Jenny said that Stay and Play feels very busy, perhaps too busy. Sue said that this is something that Barleyfields staff are aware of and that they are trying to find the fairest solution to this. We do not want local families to stay away and are therefore considering asking families and carers from outside the Children’s Centre area to book. Families from the Barleyfields area will be able to come along without booking.</p> <p>Parents said there is a need for a session for children aged 2½+ to run in the afternoon. This would be more structured and Children’s Centre volunteers could be asked to support the sessions. Ideally the sessions would run from 12.30 – 2.30 pm and run in Knebworth. Sue said that it would be necessary to consider the cost of this to the Children’s Centre and that the Children’s Centre will carry out consultation in the New Year.</p> <p>Tanya said that the Buggy Buddies session clashes with Playaways on a Friday morning. Sue said that the people who are attending Buggy Buddies were not previously accessing Playaways, but that she takes on board this information and will take this into consideration in future.</p> <p>Sue reported at a parent had suggested creative sessions in the evening for mums to attend. This is something that the Children’s Centre can look into arranging.</p>	<p>Barleyfields Children’s Centre to look at putting in place booking arrangements to ensure that Stay and Play isn’t overly busy and that local families can access it.</p> <p>Barleyfields Children’s Centre to carry out consultation with families about this session and where it should be located.</p> <p>Barleyfields to look at setting up some evening workshops based around creative crafts such as pottery painting, jewellery making etc.</p>
5	<p>Children’s Centre Vision</p> <p>The Barleyfields Advisory Group has agreed the Vision Statement as being: <i>Working in partnership with the local communities of Knebworth, Woolmer Green and Oaklands to support families in building a brighter future.</i></p>	

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6	<p>New Booking Arrangements</p> <p>Sue explained that sessions such as Singing Starlets and Jumping Joeys will run in half-termly blocks and families will be able to book for one block at a time.</p> <p>Priority will be given to local families and each course booking will require a non-refundable deposit of £1 per week. The weekly fee will be reduced to take account of the deposit. For example, a block of 6 weeks of Jumping Joeys will currently require a deposit of £6 and will then cost £1 per week. Families resident in the Barleyfields Children’s Centre area may eligible for a free place if they receive certain benefits and these fees would therefore not apply.</p> <p>These booking arrangements are in line with the Barleyfields Admissions Policy (a copy of which is available on the Barleyfields Children’s Centre website). They will enable us to accommodate more local families at our sessions and to meet local needs.</p>	
7	<p>Any other business</p> <p>Martine Game had stepped down from her role representing parents on the Barleyfields Children’s Centre Advisory Group and Sue thanked Martine for her support and commitment to the Children’s Centre. Tanya Bedford offered to take on this role and all those present at the meeting agreed that Tanya should be a representative from the Parent Forum with a place on the Advisory Group.</p> <p>Date of future meeting: Wednesday 23 March 10 – 11.30 am Tuesday 21 June 12.30 – 2 pm Monday 7 November 7.30 – 9 pm</p>	

