

Parent Council
Friday 22nd March 2019
Meeting Minutes

Present:

Mrs Lonie – Headteacher
Hannah & Emma – Year R Reps
Ellie Mae – Year 1 Rep
Tanya – Year 2 Rep
Mark – Year 3 Rep
Miranda – Year 4/5 Rep
Samantha – Year 6 Rep
Sarah – Fundraising Group Lead
Libby – FSA (Minutes)

1. Apologies:

Rachel (Year 3 Rep) sent her apologies and a couple of comments for AOB.

2. Minutes of Last Meeting/Matters Arising:

- a. Re: Year 1 Learning Log - Mrs Lonie reported that she and the Year 1 teachers discussed the feedback given by the parents. The points made have been taken on board and will be considered in planning for future topics and Learning Logs.
- b. Re: Daily Mile – please see the February newsletter for Mr Neill’s post explaining what this is all about.
- c. Re: Music tuition miscommunication – Mrs Lonie reported that this glitch has now been corrected.

3. Fundraising Group – how to support/update:

- a. Summer event – Sarah reported that this year the PTA are planning to host a music festival on the school field instead of the traditional Summer Fair. This is a very exciting venture which will hopefully become an annual event. The plan is to incorporate the traditional fair stalls as part of the variety of entertainment and activities on offer. The PTA are busy booking live performing artists, food and drink vendors and a host of other services as required by law. This is quite a substantial logistical feat and any support will be gratefully received. As of yet, the PTA have not got a name for the event so suggestions are welcome.
- b. This year’s **AGM** will be held at **The Bull pub on Wednesday 1st May at 7:45pm.**

4. Update about our Local Collaborative Trust (LCT):

Mrs Lonie explained about the work of the LCT in Tunbridge Wells in general and the part our school plays within it. LCT is made up of almost all the primary schools in Tunbridge Wells town. The aim of the LCT is to improve the provision in all the schools involved by sharing resources, knowledge and future planning.

5. School Website Update:

Mrs Lonie reported about the progress made so far with regards to the setup and design of the new website. The main issue with the current website is the difficulties navigating around it especially on smartphone or tablet devices. Therefore, the new website will be designed to work smoothly with mobile devices. There will be more tabs on the main page but less sub-categories within each tab. In addition, the front page will include a video to showcase the school, pictures of the children and Mrs Lonie along with a 'Headteacher's Welcome'.

6. A.O.B - dates:

- a. Rachel (Year 3 Rep) reported that she has observed an issue with children running on to the playground in the morning as soon as the gates open causing a hazard.
- b. Rachel also noticed that she often sees families remaining on the playground after pick up which can clash with the space being used for after school clubs.
- c. Ellie Mae (Year 1 Rep) reported that parents still feel that there is not enough communication with the class teachers during morning line-up. Although some parents feel confident enough to come in and ask to talk to the teacher when they need to, others do not and therefore feel unsupported. This issue was echoed by some other the other Class Reps too. Mrs Lonie reiterated that everyone is welcome to come and request to meet with the class teachers, however she will also pass on this feedback to the teachers. Mrs Lonie also reiterated that she will update the Year 1 parents with regards to Mrs Mundy as soon as she is in a position to do so.

Action: Mrs Lonie to remind class teachers to arrive at the playground in time to talk to parents before the bell goes.

- d. Ellie Mae also reported that parents would have liked it if Mrs Barber was present at the Parent Consultations as well as Mrs Farthing. Mrs Lonie explained that she understands the parents view on this and explained that unfortunately, due to staffing issues, Mrs Barber was needed elsewhere for consultations.
- e. A query was raised regarding the full use of ParentMail and why our school does not take advantage of all of the functions available. Mrs Lonie explained that, to the best of her knowledge, the use further functions would entail an additional cost, in any case she will ask our Business Manager to look into it.

Action: Mrs Lonie to ask the Business Manager to investigate the full use of the ParentMail system.

- f. Miranda (Year 4/5 Rep) suggested that the school consider using electronic booking system for future parent consultations.
Action: Mrs Lonie to ask the Business Manager to investigate this option.
- g. Miranda reminded the reps about the upcoming Easter Disco and suggested that they post a memo on their class Facebook pages.
Action: Parent Reps to post a reminder on the Facebook pages.
- h. A discussion was raised with regards to inviting parents into classes to meet the teachers and view children's work. It was suggested that perhaps there could be a 'Meet the Teacher' event in September and then a presentation of children's work in a drop-in event half way through the year. Mrs Lonie will consider this idea and discuss it with the Senior Leadership Team.
- i. The Year R reps reported that there have been a number of concerns regarding dangerous parking in and outside of the school gates at drop-off and pick-up times. Mrs Lonie explained that this is an issue that she is trying to tackle and welcomed suggestions as to how she could do this. The group agreed that a 'name and shame' policy is a good idea. Libby agreed that she has noticed that the school gates seem to open too early in the afternoon, thereby allowing parents to drive in. Mrs Lonie explained that the gates should not open before 4pm unless special access is needed.
Action: 1) Libby to talk to the office staff and ask that the gates be shut at 8:30am and remain shut until 4pm to prevent parents driving in at drop-off and pick-up times.
2) Libby to look into requesting visits by a traffic warden.
- j. Samantha reported that the Year 6 parents would like to know if the children will be given the option of completing their Bike-ability training and test. Mrs Lonie explained that the program is in high demand and therefore difficult to book, none the less, she will look into doing so.
Action: Mrs Lonie to see about booking Bike-ability.

Next Meeting:

9.10am Friday 7th June 2019