

Parent Council Meeting Minutes

Thursday 22nd October 2015

1. Apologies: Rachel, Shazia

2. Introductions:

The new representatives for Year R and 5 are Rachel (Lewis' mum) and Michelle (Todd's mum) respectively.

3. Clubs:

Mrs Lonie proposed that the way in which clubs are allocated would change in response to parental requests for a fairer system. The current 'first-come-first-served' arrangement, common in many schools, could be seen as unfair for working parents.

The issue was discussed at length and the final arrangements are:

- Pupils to be given slip with up to three options, in priority order
- Deadline to be given with notice of approximately 3 days
- Children's names to be picked at random and allocated to first choice club and on reserve list for any additional choices
- This to continue until all places allocated
- Any children on the reserve list to be moved onto main list where there are spaces
- Waiting lists to be used for some clubs, depending on running time/specific considerations

A letter outlining the changes will be sent out in December with spring term club options. Slips can be returned to the office or class teacher by the deadline given.

4. Drop-Off/Pick-Up Arrangements:

Mrs Lonie outlined the reasons behind the temporary arrangements in place since September, regarding the building works and the process involved in extending the existing path to the playground. She shared plans for after half-term, when the works would be completed. The council discussed problems arising from all pupils being picked up from the playground. One of these was the loss of liaison time with parents for the parent council representatives.

Mrs Lonie considered the points raised following the meeting and has adjusted the proposed arrangements for a trial period. An explanation will be shared with parents on the first day back after half-term. The main concern for staff is that learning is not interrupted by parents

waiting outside classrooms at the end of the day. Gates will be opened at 3.10pm (FS and KS1) and 3.15pm (KS2) for this reason.

5. Safeguarding:

This area is a hot topic in the press at the moment because of new legislation and an important part of a school's responsibility. Mrs Lonie shared some information regarding school procedures:

- The premises are being improved with regards to safety. Examples include installation of new fencing and gates making the site more secure, the planned replacement of the trim trail, the planned replacement of the electronic gate system.
- The headteacher has updated her Designated Safeguarding Lead training as is the case every 2 years and has trained all staff in Safeguarding/Child Protection responsibilities and procedures. This has included additional training on the Prevent Duty (pertaining to the threat of radicalisation of vulnerable children.)
- The school undertook their annual Safeguarding review, using the local authority's self-review tool, in the summer term. This showed the school to be compliant with expected practices and procedures.
- The Behaviour Policy, including procedures for bullying and racism, was reviewed by staff in September.
- Anti-Bullying Week (national initiative) will take place in November.
- The School Code is reviewed with all pupils every week in assembly and safety is discussed as part of this process

A.O.B.:

1. Year 1 expressed concerns over the Mymaths home learning opportunities. These included spelling errors on the site, difficulties accessing the site using tablets, confusion over mathematical language used and the games not being intuitive.

Mrs Lonie explained that an app can be downloaded to access the site on a tablet – details were included in the original introductory letter but would be shared again. Any child not able to access the internet at home can secure a place in home learning club at school on a Monday or Wednesday.

Any spelling errors should be reported to the school with the name of the activity and word so that the school can report the error to Mymaths for changing.

Mrs Lonie met with Miss Davis to discuss other issues and it was decided that a new maths home learning book would be issued in November. This would clarify each week if a Mymaths activity had been set or if another form of home learning was more appropriate

e.g. another website or a game/activity. It would also provide an opportunity to clarify any mathematical language unfamiliar to parents.

A further Mymaths workshop is already planned for term 2 – date to be shared after half-term. This will help to clarify any further points.

2. Further discussions took place about how parent council representatives communicate with other parents and how parents can become actively involved in school life. This will be discussed with the Senior Leadership Team and governors, before the next meeting. Mrs Lonie will also meet with Emma, CEO of PTA UK, to discuss possible ideas.

3. The role of the representative was also discussed. It was clarified that the role of the parent council is for the headteacher to be able to consult and discuss school issues and for representatives to be the voice for other parents wishing to bring issues for discussion. There needs to be a clear divide in actions performed by the parent as a class representative and those action performed as a parent. Mrs Lonie will look into terms of reference and bring to the next meeting.

Next Meeting: 9am on 10th December