

# Short Heath Federation Parent Council Meeting

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September 22<sup>nd</sup> 2016

## **Present:**

Cathy Draper (Executive Head)  
Sue Williams (Chair)  
Jen Fahy (Secretary)  
Justine Jackman (Family Support)  
Vicki Stephen (Head of School - Rosedale)  
Karen Picken (Lane Head)  
Kim Duckers  
Abigail Bagshaw  
Theresa Rowe  
Caroline Arrowsmith  
Jo Walker

## **Minutes**

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### **Homework Policy:**

- ✓ Changes to Year 1 sound books and frequency of changing books to increase to ensure books are being changed often and children reading new ones more often.
- ✓ Golden Rules to be clarified at Short Heath due to confusion – ie children having points removed for not completing reading tasks.
- ✓ Reading volunteers needed – Letter to be sent out to request more volunteers.

### **Assemblies:**

- ✓ After concerns from parents who couldn't make regular assemblies, and also seeing their children upset because of this, or because they didn't 'win' anything as such it was decided that assemblies would now be held in their classroom and that each child would win an award (across the year) of some kind to make it equal. They will continue to celebrate at the end of every half term with improved reading and maths etc.
- ✓ There is also a shared learning weekly assembly which will be on a rota basis and parents will have the option to attend this.
- ✓ Letter to be issued to parents regarding this – Justine to action?

### **Year 1 Transition:**

- ✓ Some parents expressed concern over what they felt was a lack of communication between the school and themselves as to what was happening when the new year 1's started, where they were to go, who they were to contact, where their classroom is etc.
- ✓ Vicki and Cathy apologised for this oversight and will improve on this.
- ✓ Letter from Vicki to clarify in future with more detail.

### **Xmas Cards:**

- ✓ Design packs and information to be sent to parents for children to design their own Christmas cards so that adults can then purchase. This is to raise funds for the school.

- ✓ Cathy has asked for a school card that can then be sent to friends of the school. Possibly open the school hall as a place for cards to be designed. Winning design gets their design used.
- ✓ Prices to be discussed. To be actioned in October so that designs and prints can be done in time for Christmas.
- ✓ Tea towels – end of term class project.

**Sports Day Badges:**

- ✓ A sash or armband to represent house colours that can be worn and swapped each sports day and then can become part of the uniform requirement. This is to avoid parents having to buy a new coloured t-shirt every year for the event.
- ✓ To be discussed in more detail at the next meeting.

**Website:**

- ✓ Now up and running!

**Parent Council Newsletter:**

- ✓ Help us to help you – Sue to action. Letter to go out requesting support for the parent council.
- ✓ New parent council newsletter to be issued for the new year.
- ✓ Roles and responsibilities to be included to give a more professional approach to what the council does for the school.

**Lunches:**

- ✓ New menus have been issued and a PDF version is available on the website if parents haven't got a copy. More vegetables added.
- ✓ Sandwich option to be trialled and potentially an ongoing dinner option for children not wanting hot dinners. This is so parents don't have to make packed lunches and their children are still entitled to free school meals with this option being available.
- ✓ Price to be queried on sandwich option in Short Heath for those that pay for dinner.

**Uniform:**

- ✓ Marks & Spencers to set up at the end of the school year as another supplier.
- ✓ Potential supplier – Goodies (online only).
- ✓ Swap boxes need to be set up at Rosedale and Short Heath.
- ✓ Once this is actioned, needs adding to newsletter to let parents know about the boxes and also for parents to keep old uniforms that they can donate. Sarah and Vicki to action.

**Remember Morgan:**

- ✓ Next meeting to be held at Lane Head on Friday 18<sup>th</sup> November at 9.15am.
- ✓ Fundraising total to be updated in all three schools.

**AOB:**

- ✓ No dogs allowed – Letter to be issued, add to newsletter as a reminder. Justine to action.
- ✓ Grow A £1 – Funds to be brought in to school. Letter to be issued. Justine to action.
- ✓ Parking/Road Safety Issues – Parking warnings to go back out. Justine to speak to Paul to action.
- ✓ Horace the Dog – Sue to chase.
- ✓ Dirty Shirts for Reception areas – To be discussed in next meeting.