

# Short Heath Federation Parent Council Meeting

---



4<sup>th</sup> January 2017

## **Present:**

Cathy Draper (Executive Head)  
Sue Williams (Chair)  
Jen Fahy (Secretary)  
Justine Jackman (Family Support)  
Deb Walton (Head of Lane Head)  
Kimberley Duckers  
Abigail Bagshaw  
Caroline Arrowsmith  
Neil Williams

## **Apologies:**

Karen Picken (Family Support)  
Sally Ward (Shires)  
Theresa Rowe  
Sarah Hickenbottom

# Minutes

---

## **Website:**

- ✓ Cathy updating everything statutory for Ofsted.
- ✓ New assistant business manager – Part of role is to update website. To be included in Parent Council updates and invited to next meeting.
- ✓ Invite Sarah to next meeting.

## **Xmas Cards:**

- ✓ New supplier to be used Christmas 2017 due to the confusion of 2016's payment options and not being able to view children's designs. Sue to research supplier.
- ✓ Discussed tea towels to be end of school year project especially for year 6 students who will be leaving for high school.
- ✓ Now going to be project for all three school transitions.

## **Sports Day Badges:**

- ✓ Lindsey looked in to prices/designs. It was decided that we would use a rocket logo (embroidered badge) in the specific house colour which is similar to the house logos used in the school to represent the four houses.
- ✓ These are to be made available for transition evening to then pay for but to collect in September when children have been sorted in to their house teams.
- ✓ This will become part of the PE kit for every day wear and saves parents buying extra kit for sports day and any other house related events.

## **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.

- ✓ Various tasks to involve parent council and how to improve were discussed.
- ✓ Sue still to implement – Ongoing project.

**Lunches:**

- ✓ Price will remain the same for Short Heath children who would otherwise opt for hot dinner at £2.
- ✓ Cathy to issue letter to make parents aware and put in to place by end of January.
- ✓ Feedback to be discussed and if this was a success with Sally at next meeting.

**Dirty Shirts:**

- ✓ Sue and Jen to issue and create dirty shirt displays in reception of each school.
- ✓ Letter to be issued re the display.
- ✓ To be put by swap box bins.

**Uniform:**

- ✓ Swap boxes set up at Rosedale. Short Heath to be queried due to not being in view.
- ✓ Extra letter or newsletter to be sent out as a reminder to parents that they are available.
- ✓ Uniforms to be brought out of storage in advance especially ready for end of year and also beginning of school year so available to parents to purchase when needed.

**Christmas:**

- ✓ After a discussion regarding the Tea with Santa it was decided that Tea with Santa would be separate from the Christmas Fayre each year.
- ✓ There will also be a set number booked for each Tea with Santa session and once each session was full, they would have to book on to a different one.
- ✓ Parent Council to be more involved to help relieve stress off teachers but still to be led by Faith in Action.

**Remember Morgan:**

- ✓ Next meeting to be on Friday 13<sup>th</sup> January at Short Heath hub.
- ✓ Fundraising total to be updated in all three schools. Jen to email logo to Tracy for totaliser and to Kim for project.
- ✓ Pamper Evening decided for 15<sup>th</sup> February and to be adults only (no children). To take place in Rosedale hall. £10 per table (paid by 20<sup>th</sup> January) for those wanting to hire and option to donate funds at end of the night – First come first served. Tickets to be pre booked only. Free wine or bubbly and nibbles. More to be discussed in detail at the next meeting.
- ✓ Speak to Paul re how many tables allowed.

**Really Wild Education:**

- ✓ Potential for Really Wild Education to be involved with the school re survival skills, bushcraft and other outdoor projects.
- ✓ Cathy to discuss with Leadership Team. Jen to provide contact details.

**AOB:**

- ✓ Approach DBS checked for reading help.