

Parent Council Meeting Minutes

Date: Tuesday 5th May 2015

Time: 7.30 – 9.00pm

Location: Bowmansgreen Primary School - Year 4M classroom

Attendees

Parents: Lee David; Claire Nikitas; Rav Dighe; Julia Brent; Lisa Pearson; Nicola Lucas; Mark Castle; Sally Pegrum; Susan Nickolds; Sarah Klinger; Sam Gentleman; Evelyn Akbolat

Governors: Lianne Howarth, Louise Calder

School: Mr Chetty (Headteacher); Lisa Cutmore

Apologies: Simone Cohn; Iain Edwards

Agenda

- Welcome and approval of minutes/review of actions from previous meeting. Review of class representation.
- Formal arrangements:
 - 2015/2016 meeting dates
 - Terms of Reference
- Communication with parents
 - Parent council attendance at consultation evenings
 - How to communicate with parents – webpage, FB, etc
- Items for discussion:
 - Breakfast club changes
 - Calculations policy
 - Collective worship policy
 - Feedback from parents (Parent View)
- Next steps / summary of actions / date of next meeting
- A.O.B.

Points Noted

- Minutes from last meeting approved
- Agreed no further recruitment into Parent Council required at present
- Presented Parent Council meeting dates for 2015/2016 – agreed these will continue to take place on Tuesday evenings at 7.30pm and will be held twice per term.
- Agreed Parent Council Terms of Reference to be reviewed and updated
- Noted parent council attendance (Lee, Rav, Mark, Sarah, Claire) at recent consultation evenings to promote awareness of the parent council. Noted that not all parents were aware that a Parent Council had been set up, but received a generally positive response.
- Agreed not to set up a Facebook page to communicate with parents at present, and that communication with parents would be considered with each objective.
- Agreed to set up a closed Facebook page for the Parent Council and to create a Parent Council webpage on Bowmansgreen School website (under 'Parents' tab) -

Breakfast Club Changes

The new breakfast club commencing in September 2015 was discussed. It was noted the school is aiming for at least 100 pupils to attend daily.

- *The school will run the breakfast club and it will be supervised by school staff; it will replace the existing breakfast club run by Golden Opportunities. It was noted that Golden Opportunities will continue to run the after school club.*
- *No booking is required – it will be a ‘drop in’ service. No registration fee.*
- *The cost will be £1 per child per day or free to children eligible for free school meals.*
- *Parents and/or siblings attending other schools will also be welcome to join for breakfast at a cost of £1 each per day (but not to attend games / activities after breakfast due to safeguarding reasons).*
- *The new breakfast club will run from 7.30-8.30am (8.15am cut-off for breakfast).*
- *Cereal, fruit, yoghurt and toast will be provided Mon-Thur; hot breakfast on Fri*
- *Pupils can participate in games in the Assembly Hall following breakfast*

It was agreed the Parent Council would support the school with communication by:

- Drafting a letter on the new breakfast club for distribution in pupils’ book bags
- Including a communication on the FOBS Facebook page

Calculations Policy

Further to a new curriculum with significant changes in maths, and because maths is taught very differently to the way that many parents learned maths themselves, the school is keen to find ways to share with parents how maths is taught at Bowmansgreen. It is hoped that this will help parents to support their child’s learning.

It was noted that two sessions on the Rainbow maths programme for parents were successfully held previously, with both sessions fully attended. The school is now looking to communicate with parents on a larger scale.

The Parent Council made the following suggestions and agreed to keep this item on the agenda for further discussion at the next meeting:

- Create Bowmansgreen YouTube videos on various topics to help parents who are unable to attend meetings held at school
- Run sessions for parents on key maths topics led by teachers and possibly also some pupils could be involved

Collective Worship Policy

The Collective Worship Policy was discussed in relation to the attendance of religious events – these are not authorised by the school therefore any absence to attend these events is recorded as unauthorised absence.

It was noted that Bowmansgreen school is a community school governed by Hertfordshire County Council, and follows set school holidays. The school needs to achieve attendance rates higher than 94% (currently 96.2%) or it risks being put in special measures to improve.

There was concern that higher levels of absence to attend religious festivals could reduce attendance to 94% or below. The associated challenges to classroom teaching were also noted.

It was agreed the Parent Council would form a team to review further and draft an Attendance document which could be shared with parents to help communicate and explain the policy. Members of the working party would also review the Hertfordshire policy, and if appropriate, contact the council to raise concerns that this policy is not fully representative of all parents at the school.

Feedback from parents (Parent View)

Deferred to the next meeting

A.O.B.

Items raised for possible further discussion/agenda items next time:

- Scope/potential for PE development
- Uniform / Book bags
- Emotional wellbeing and resilience
- Enrichment provision / afterschool clubs
- Lunches
- Proposal for 2 inset days Fri & Mon, or 1 inset day tagged to bank holiday weekend

Next Meeting

Date: Tuesday 9th June 2015

Time: 7.30pm

Next Meeting – Draft Agenda Items

- Welcome and approval of minutes/review of actions from previous meeting.
- Calculations policy
- Collective Worship Policy - Review Attendance document for dissemination
- Refer items under A.O.B.

Action Items

- E-mail Parents Council meeting calendar to all attendees (Claire Nikitas)
- Review Parents Council Terms of Reference (Sarah Klinger)
- Clarify if school e-mails can only be sent to one parent (Claire Nikitas)
- Set up a closed Facebook group for Parent Council (Lisa Pearson)
- Create Parent Council webpage on Bowmansgreen School website (under 'Parents' tab) (Mr Chetty)
- Draft a letter on the new breakfast club for distribution in book bags (Susan Nickolds)
- Include a communication on the FOBS Facebook page regarding the new breakfast club (Samantha Gentleman)
- Working party to draft Attendance document (Lee David, Julia Brent, Sarah Klinger, Simone Cohn)
- Check dates for Reception induction and agree who to attend from Parent Council (Lee David)
- Send out email survey asking parents if they would prefer to have inset days as a long weekend in future years to enable parents to take a weekend break outside school holiday (e.g. in June) – Lee David to email school office to request this