

Parent Council Meeting Minutes

Date: Tuesday 9th June 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; Sarah Klinger; Simone Cohn

School: Mr Wilding

Apologies: Mr Chetty; Louise Calder; Susan Nickolds; Evelyn Akbolat

Agenda

- Welcome and approval of minutes/review of actions from previous meeting.
- Items for discussion:
 - Calculations policy
 - Feedback from parents (Parent View)
 - Scope/potential for PE development
 - Enrichment provision / afterschool clubs
 - Emotional wellbeing and resilience
 - Uniform / Book bags
 - Lunches
- Next steps / summary of actions / date of next meeting
- A.O.B.

Points Noted

- Minutes from last meeting approved
- Agreed useful to have Governor involvement in Parent Council meetings

Review of actions from previous meeting

- Noted that all actions from the previous meeting have been completed except for:
 - **Parent Council Meeting Calendar** – A further action was taken to e-mail 2015-2016 Parent Council Meeting Calendar to Mr Wilding to arrange for the document to be added to the Parent Council section of the school website and add parent council meeting dates to the annual plan
 - **Parent Council Terms of Reference (ToR)** – it was noted that the ToR has been updated. It was agreed that Sarah Klinger and Lee David would meet to finalise the document. The ToR needs to clarify the nature of issues to raise in Parent Council meetings and the role of Bowmansgreen staff and governors in Parent Council meetings.
 - **Communication on FOBS Facebook page regarding new breakfast club** – it was agreed that no further action is required. However, it was agreed that a member of the Parent Council should speak to FOBS about collaborating regarding use of the Facebook page.
 - **Working party to draft attendance document** – It was agreed this action would be left open. The working party met to discuss further and review the policies of other schools in the area with diverse backgrounds. Simone advised

that she would follow up on queries with Hertfordshire County Council. It was noted that the attendance policy is not published on the school website.

- **Reception induction** – Agreed need to contact school office to confirm which Reception induction visit date (16th June, 24th June, or 2 July) is to include a presentation from the Parent Council
- **Survey on Inset Days** – There were 141 responses in total which was considered to be a very positive response rate, with 76.60% in favour of the change, 12.77% undecided and 10.64% not wanting the change. The final survey results have now been passed on to Mr Wilding to review.

Calculations Policy

Mr Wilding provided an update that work is underway within the school to develop methods to help parents support their child's learning of maths. Mr Wilding confirmed no further action is required from the Parent Council at present.

Feedback from Parents (Parent View)

Parent View (Ofsted on-line questionnaire) can be completed any time in the school year (i.e. year to 31 Aug). In order to support this source of feedback, it was agreed that:

- Parent Council would form a small working group to review the Parent View results for 2014/15 school year, and present the results/themes to the Parent Council in September.
- Parent Council could help support a final push for questionnaire completion for 2014/15 school year (before reviewing results) via email, text and Facebook.
- Parent Council would support Parent View questionnaire completion for 2015/16 school year (e.g. at parent consultation evenings)

Scope/potential for PE development

There was some discussion of ways that PE could be further developed e.g. morning/lunch time provision. Mr Wilding advised that PE development is currently being reviewed by the school – there will be changes for 2015/2016 school year and further information will be available in September. It was agreed that Mr Wilding would provide an update at the next meeting

Enrichment provision / afterschool clubs

Opportunities to enhance the current enrichment provision / afterschool clubs were discussed. This could include new activities and events which the school could support participation in (e.g. fun run at St Albans Half Marathon). It was agreed that Mr Wilding would provide an update at the next meeting.

Emotional wellbeing and resilience

There are 2 separate areas: (1) Provision for specialist counselling for children with identifiable needs; and (2) General promotion of wellbeing. There are some upcoming changes to enhance the provision in this area and it was agreed that Mr Wilding would provide an update at the next meeting.

Uniform / Book bags

New book bags are now available to buy on the PMG website. It was agreed that the Parent Council would recommend to the school to include a note in the weekly newsletter.

Lunches

There was some discussion around lunch queuing times and systems. Mr Wilding agreed to look into this further.

A.O.B.

It was also agreed that the Parent Council would support building a bank of parental skills (informal), and the school would provide details ("skills buckets") for priority areas.

Next Meeting

Date: Tuesday 15th September 2015

Time: 7.30pm

Next Meeting – Draft Agenda Items

- Welcome and approval of minutes/review of actions from previous meeting.
- Items for discussion:
 - Bank of parental skills
 - Working party review of Parent View results (2014/15 academic yr)
 - Communication between parents and school
 - Update from school on PE development
 - Update from school on Enrichment provision/after school clubs
 - Emotional wellbeing and resilience
 - Selection of community events for Parent Council to promote
 - Uniform
- Next steps / summary of actions / date of next meeting
- A.O.B.

Action Items

- E-mail 2015-2016 Parent Council Meeting Calendar to Mr Wilding (Claire Nikitas)
- Finalise Parents Council Terms of Reference (Sarah Klinger & Lee David)
- Speak to FOBs about collaborating regarding use of Facebook (Nicola Lucas)
- Working group to review the results of 2014/15 Parent View surveys (Rav Dighe / Mark Castle)
- E-mail Mr Chetty regarding final push to complete ParentView surveys (Claire Nikitas)
- E-mail school office to recommend that communication on the new book bag is included in the weekly newsletter & confirm which Reception induction visit date (16th June, 24th June, or 2 July) is to include a presentation from the Parent Council (Claire Nikitas)
- Include parent council e-mail (as cc) on all comms to parents (Lee David)
- Obtain contact for new Cotlandswick Leisure Centre (Sarah Klinger)
- Emotional wellbeing and resilience (general) – Put together an overview to explain this area further at the next meeting (Nicola Lucas)