

# Parent Council Meeting Minutes

Date: Tuesday 26<sup>th</sup> April 2016

Time: 7.30pm – 9.30pm

Location: Bowmansgreen Primary School – Staff room

## Attendees

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Parents: Lee David; Claire Nikitas; Julia Brent; Lisa Pearson; Susan Nickolds; Sam Gentleman; Mark Castle

Governors: Abigail Bude

School: Mr J Wilson

Apologies for absence: Rav Dighe

## Agenda

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- Welcome and approval of minutes and review of actions from previous meeting
- Items for discussion:
  - Uniform update
  - Communication with parents / Parent View results
  - Ideas for school PR
  - Working parents
  - Moving Mums update
  - South Hertfordshire Children's University update
  - Attendance
  - Election of chair and secretary for 2016/17 school year
  - Parent Council recruitment for 2016/17
- Next steps / summary of actions / date of next meeting
- A.O.B.

## Points Noted

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It was agreed that the final Parent Council meeting for 2015/16 on Tuesday 14<sup>th</sup> June 2016 would be held at the Colney Fox.

### Review of Actions from previous meeting

The actions from the previous meeting were reviewed. It was agreed that all actions for the parent council can be closed, and actions for the school to remain open are:

- **Attendance** – request to consider introducing Gold, Silver, Bronze awards for attendance, to encourage attendance where a pupil has had 1 or 2 genuine sick days
- **South Hertfordshire Children's University** – request to look into this programme, which is run by West Herts College and Oaklands College
- **Changes to pupils choosing school lunches (Yrs 3-6)** – recommend communicating changes to parents via a newsletter and asking if any concerns (Update – it was agreed to roll forward this item to Sep 2016)

### Items for discussion

- Uniform update - An update was shared on the successful new arrangements agreed with PMG Schoolwear, covering: 1) Direct ordering by the school if we want to run a school shop; 2) School delivery option, and 3) Free delivery option when ordering £35 or more. It was noted that PMG cannot supply badges. The parent council recommended further communication on the delivery options to parents via the newsletter, and possibly via book bags. Given the upcoming headteacher change, it was agreed that the parent council would not undertake any further action on uniform or a uniform shop at this time.
- Communication with parents / Parent View results – No specific points noted
- Ideas for school PR – No specific points noted
- Working parents - It was noted that later parent consultation slots were available at the last round of consultations, which is a positive step. There was some discussion on options to engage working parents when meetings are scheduled during the day e.g. via online videos, school website, etc. It was agreed that a member of the parent council would follow up with a few parents to identify the difficulties for working parents and ideas for how to address these. It was noted that parent engagement and learning is an ongoing topic at governor meetings.
- Moving Mums update - No further update from Hertfordshire Council. It was agreed that the Parent Council would not take this item forward.
- South Hertfordshire Children’s University – Action with the school to look into this
- Attendance – Some parents felt that it is difficult to keep pupils motivated about attendance when they miss out on Attendance awards for genuine sickness. Mr Wilson advised that Mr Chetty is looking into this area.
- Election of chair and secretary for 2016/17 school year - It was agreed that Lee David and Claire Nikitas would continue as chair and secretary respectively for the 2016/17 school year
- Parent Council recruitment for 2016/17 - It was noted that we need more parents to join the parent council for 2016/17. It was agreed that Mr Wilson would speak with Mr Chetty regarding announcing at Celebration Assembly.

### A.O.B.

- Kidzania trip – Some parents expressed concern about the communication on the selection process for the upcoming trip in May, as it may be confusing to some pupils about why they were not going. The parent council recommended clear communication to both parents and pupils.
- Library books – Some parents expressed concern that there is not sufficient choice of books for older pupils.
- Parent Council agenda items – It was requested that the school considers agenda items for the parent council to look at
- New school iPads – Mr Wilson noted that he is keen to receive feedback from parents on school iPads, and any ideas for good learning apps

## Next Meeting

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Date: Tuesday 14<sup>th</sup> June 2016  
Time: 7.30pm

## Next Meeting – Draft Agenda Items

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- Welcome and approval of minutes/review of actions from previous meeting
- Items for discussion:
  - To be confirmed
- Next steps / summary of actions / date of next meeting
- A.O.B.

## Action Items

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### Actions for Parent Council – New

- **Parent Council Recruitment 2016/17** – (1) Speak with parents who may be interested in joining (ALL) (2) Announcement at celebration assembly (L David or L Pearson)
- **Working Parents** – Follow up with a few parents to identify the difficulties for working parents and ideas for how to address these. (L Pearson)
- **iPads** – Any feedback from parents on the new iPads and ideas for good apps (ALL)

### Actions for School – New

- **New arrangements with PMG** – recommend communicating new delivery arrangements again to parents via newsletter and possibly via book bags
- **School holidays** – request for feedback on how and when these are set
- **Kidzania trip** – recommend clear communication to parents & pupils
- **Parent Council** – consider agenda items for parent council

### Actions for School – Rolled Forward

- **Changes to pupils choosing school lunches (Yrs 3 – 6)** – recommend communicating changes to parents via newsletter and asking if any concerns. [Update – it was agreed to roll forward this item to Sep 2016]
- **Attendance** – request to consider introducing Gold, Silver, Bronze awards for attendance, to encourage attendance where a pupil has had 1 or 2 genuine sick days
- **South Hertfordshire Children’s University** – request to look into this programme, which is run by West Herts College and Oaklands College