

Parent Representative Meeting – Thursday 6th February 2018

Attendees – Mrs Harris (Headteacher), Mrs Murphy (Deputy Headteacher), Mrs Bevan (Rep 3M), Mrs Hawksley (Rep 2H/5W), Mrs Berry (Rep 2S) and Mrs Genovese (Rep Reception Sunshine).

Apologies – Miss Reddin (Reception Rainbow), Mrs Sears (Rep 5T).

Areas of discussion

Path beside school

Concerns had been raised about the slippery wet leaves, mud and dog mess on the path. This had already been raised with the council and the path had been cleared. It was discussed that this path being kept in good order would encourage parents to use the car park at the rear of the school, relieving the congestion at the front of school.

Parents to let the school know it is building up so they can contact the council.

Back gate being opened in wet weather

Now that we have a new caretaker in post, the expectation is that the back gate will be opened and supervised in the mornings in wet weather.

Mindfulness

Suggestions from parents that as part of the work on positive mental health within school that there could be sessions of mindfulness. Mrs Harris shared the activities currently going toward positive mental health including smile mile, increase in school counselling hours, prayer group, spiritual journals and sensory room being planned. Mindfulness has been explored by the school as this has to be planned and training sort as part of a scheme rather than on an ad hoc basis. The meeting agreed that this should be explored in the new academic year and the Catholic ethos of the school already helps to promote reflection, positive mental health, and spiritual wellbeing. CAMHs have been contacted about assemblies for children.

Homework

Year 5 - Concerns were raised that there had been three weeks where year 5 had not received homework, this was raised with the year 5 teachers. Year 5 have subsequently been given a large volume of homework to be completed over half term. Mrs Harris agreed that homework need to be consistent and that the expectation is that for all years children can expect to have maths and literacy alternate weeks with numeracy tasks, spelling and reading completed weekly.

Year 2 – Parent's feedback was that a homework book would be preferred rather than individual sheets which would also allow parents to see marking and feedback. Mrs Harris explained that in SATS year it is essential for teachers to be able to evidence a child's progress and level and that unfortunately homework books can get lost and then all a child's homework for the year would be lost. Mrs Harris emphasised that any parent wishing to come into the class to view homework and work books would be welcome to and should speak to the teacher. Mrs Harris stated that if there

were ever concerns about any child's progress then the class teacher would raise this with parents, if a parent has any concerns or wished to discuss their child's progress, the school has an "open door policy" for teachers and parents can request to meet with their class teacher. **Spelling** Parents can ask to come into class at the end of the school day with their child to check the spelling test score or ask their child to check their score and feedback to them.

Parents Evening

Parent feedback had suggested that there was a long gap between the Autumn Term parent's evening which is at the beginning of term and the next one. Mrs Harris advised that she is considering moving the first parent's evening to after the first half term to more evenly space these and to allow class teachers to gain a greater picture of children and allow more in depth feedback. Again Mrs Harris emphasised that any issues or concerns could be raised with class teachers between parent's evenings. Mrs Harris is intending for there to be planned opportunities throughout the year for parents' to be able to come into their children's classroom and share in their learning and work achievements. These will be in the school calendar from the beginning of the year to allow working parent's to plan.

Inset Days / School Holidays

Many parents have suggested that as the school now has academy status and is no longer required to adhere to Surrey County Council school holiday calendar that all the schools in the Multi Academy Trust could consider moving holiday dates which could enable families to take advantage of cheaper holiday deals. Mrs Harris said that she would feed this back to the Trust. Mrs Harris did say she does consider Insets but some are set directly by the MAT and others are at that time of year for a reason. Having a long weekend around polling day is not possible because it usually falls on the same week as May Day and the following week is KS1 and KS2 SATs. Feedback regarding Christmas inset days was that these may have been better before Christmas as the late start of the term in January presents a challenge to working parents.

Benchmarking

Parents had raised concerns that benchmarking was not being carried out every half term and that children were remaining on the same level for extended periods. Mrs Murphy was able to clarify that she had reviewed the benchmarking policies and that children would be benchmarked once a term. This allows the classroom assistants to use their time reading with and supporting children in the classroom. This allows the process to be more personalised, teachers request for a child to be benchmarked should it become clear that they are making progress, if a child does not move on benchmarking they would be benchmarked again before the next term to allow their progress to be acknowledged. If parents feel that their child has made progress and would benefit from being benchmarked sooner they can speak to the class teacher.

Books

Parent feedback was regarding the variety, quality and condition of school books. As has been raised in previous meetings Mrs Harris stated that books unfortunately go missing and are not returned. The meeting came up with the following solutions

- Amnesty on book returns for the week of World Book Day.
- For World Book Day mufti parents to be invited to buy a book for the school, Mrs Murphy to provide a list of the books in the schemes.

- Parents to bring in books that children no longer want, these to be reviewed and levelled by a group of parent volunteers who will be trained. Any books that are not suitable for the reading schemes will be sold at a stall at home time and the proceeds used to buy more books for the school.

School Fund Money

Mrs Harris will be distributing a termly report detailing how this money is spent.

PFA letter

Feedback was received from parents who were unhappy with the letter. The meeting discussed ways to improve parental engagement in PFA activities. Suggestions

- Project based, parents volunteering to project manage events independently of the PFA committee which has previously been suggested by PFA.
- Events to be given to 2 year groups, eg Reception and Year 1 – Christmas Fair, Year 2 and 3 – Summer Fair etc.
- Competition for children to produce a flyer and volunteer form to go into bags.
- Fun parent events which promote more social interaction such as comedy night, ball, drinks or Quiz night.

Choir and Breakfast Club

Parents had raised concerns that choir club had not been on some days in January and that for those parents who usually use breakfast club due to work commitments that this had impacted them. Mrs Harris said that children who had needed it, had been accommodated at Breakfast Club. This had been feedback to choir club and dates have now been set.

Hot dinners and packed lunches

Parent's feedback was that children receiving packed lunches are spoken to about "poor choices" in their lunchboxes, it was felt that rather than the children being spoken to that this should be directed at the parents making the lunches to avoid causing upset for the children. Other feedback was that children receiving school dinner were eating puddings and children having packed lunches were being told off for sweet choices in their lunchboxes. Mrs Harris advised that the hot lunches were nutritionally balanced across the whole meal. If children eating packed lunches or hot lunches were consistently not eating, the dinner supervisors inform class teacher who would then inform parents. Children who have packed lunches are encouraged to take home what they don't eat and the empty containers to allow parents to see what they did and did not eat.

Lateness

Some concerns were raised about a misconception that the whole class would receive consequences for frequent lateness. Mrs Harris reassured the meeting that consistent lateness would be addressed with individual families and would have no impact in the rest of the class. It was acknowledged by the meeting that the issue of lateness unfortunately impacted on the individual children.

School Clocks

The two exterior school clocks both show different incorrect times, Mrs Harris agreed that she would ask the new caretaker to ensure that these showed the correct time to support children learning to tell the time and create a good impression of the school.

Parents talking to teachers at hometime

Parents have raised the issue of parents approaching teachers to speak to them before all the children are out, leaving children queuing and parents waiting to collect them. The meeting agreed that there should be a communication to parents requesting that they wait until all the children are out and that teachers should be empowered to be able to politely request that parents who wish to speak to them wait for this.

Dress up outfits

It was suggested that parents who wished to could donate dress up outfits for days such as Chinese day, alien day, fire of London day, Victorian day etc. and that these could then be rented for a fee from the nearly new stall. The parent volunteers for the nearly new stall are happy to undertake this.

Water in class and toilet breaks

Feedback from children to parents was that there is an inconsistency between classes and years regarding children to being allowed to drink in class. Mrs Harris agreed on the importance of hydration for learning and that she would speak to teachers about having clear policy on children accessing water, this also feeds into feedback where children have said that they are not always being allowed to use the toilet. Mrs Harris again agreed that children should be allowed to use the toilet to prevent accidents and promote health whilst ensuring that children are being responsible when asking to leave the classroom to use the toilet.

Next meeting – 26th April 2018 – 2:15pm