

## Parent Council Meeting 1 2024-2025

Date: 22/10/2024

In attendance: John Mitchell (Chair of Governors) Rob Zealley (Vice Chair), Oli Rodi (Parent Governor) and Fiona Wyeth Head Teacher

Mrs Brady	Class 1
Miss Pepper	Class 2
Mrs Albert	Class2
Ms Oglethorpe	Class 3
Miss Pizzotti	Class 4
Mrs Whitlam	Class 5
Mrs Chapman	Class 7
Mrs Warriss-Simmons	Class 8
Mrs Daniel	Class 9
Mrs Thomason	Class 12
Mrs Harrison	Class 13

Mrs Wyeth welcomed the class representatives and governors to the meeting. All classes with the exception of 10 and 14 are now represented and Class 2 have 2 parent reps.

### 1. Format of Meetings

AGREED: Meetings to be face-to-face, and a Zoom link would be provided for those unable to attend in person

AGREED: Meetings will take place on Wednesday evenings at 7.30pm

AGREED: Minutes will be taken on rotation by members of the committee and the Chair of Governors agreed to complete this meeting

### 2. Terms of Reference

The Terms of Reference we circulated and agreed with a change to the timings of agenda items

### 3. Communication Strategy

AGREED: class representatives to submit information and questions for the Parent Council Agenda at least 2x weeks in advance of the next meeting, so that the Agenda can be circulated 2x weeks in advance

AGREED: preferably, communication with parents to be by email rather than WhatsApp or an individual Whatsapp conversation as opposed to a group discussion

AGREED: a specific email address will be created for Parent Council communication

AGREED: Parent Council meeting minutes to be published on the school's website after approval from the Parent Council

NOTED: Positive feedback will also be welcome!

## **4. Matters Arising**

### **4.1 FOOD / MENU**

It was checked and there is a direct link to the menu on the website for easier access

AGREED: Mrs Wyeth will investigate the inclusion of pictures of the food / menu

NOTED: School Council is investigating improvements to the lunchtime routine

NOTED: the Tuck Shop will not return due to the issue of allergies

### **4.2 HEALTHY EATING**

NOTED: a discussion about healthy eating and how this is promoted at school, playtime snacks and food offered at Breakfast/ASC/distribution of sweets on birthdays

NOTED: school had instigated some changes following discussions with parents and health professionals about provisions at our wrap around care. Also keen to reinforce healthy snacks at playtimes

NOTED: birthday sweets are organised by parents / children – not the school

AGREED: a parent survey will include questions regarding this matter alongside an emphasis on healthy eating at our Wrap around care and snacks from home at playtimes following queries from parents

### **4.3 DAILY MILE**

NOTED: not all classes are using the new daily mile track every day. Year 2 is making good use of it

NOTED: Mr Butler and Mrs Morgan are working with the Sports Ambassadors to encourage more participation

### **4.4 SCHOOL SPORTS**

NOTED: all pupils have 2x PE sessions per week except Year R. One is outside and one inside. Sports activities are dictated by the National Curriculum, building a progression of skills covering all aspects of dance, games and gymnastics, athletics and swimming for Year 6

### **4.5 QUIET SPACE AT BREAKTIME**

NOTED: There are quiet spaces on the playground – and staff are trained to be aware of children who need quiet space. This year we also are able to offer a quiet space for a few children to eat and to be supported at lunchtime

ACTION: parents to be encouraged to inform class teachers if their child / children are struggling a break time

### **4.6 AMPHITHEATRE**

NOTED: Mrs Wyeth is working with pupils and staff to plan activities to take place in the Amphitheatre

### **4.7 BREAKTIME SPORTS TROLLEY**

NOTED: a request was made last year for a break-time sports trolley. Is this something the OSA could support?

ACTION: Mrs Wyeth to investigate and report back at the next meeting

#### **4.8 COMMUNICATION**

NOTED: errors and inconsistencies were noted in the Year R information pack and parents were asked to feedback with specific information

ACTION: Year R reps to work on a suggestions / examples / updates to the Year R information pack

ACTION: a New Parents Induction Pack is being planned for 2025 and parents will be asked to assist in the creation of this

NOTED: Asked to be aware that school communications can assume prior knowledge and that this can be improved

#### **4.9 ADVANCE WARNING OF IMPORTANT TOPICS**

NOTED: some parents 'felt' that advance notice of the Year R Diversity topic would have been helpful

ACTION: Mrs Wyeth to report back to the next meeting if it is possible to give advance notice of when important topics will be covered across all year groups. She also explained that most information is in the Year Group newsletters

Meeting closed at 21:11

**Date of the next meeting: 7.30pm November 27<sup>th</sup> 2024**