



Parent Council Minutes

Date of Meeting: Friday 29th November 2019

Clerk: Liz Johnson

Attendance

Name	Class	Present/Apologies
Sally Burston	Head Teacher	Apologies
Fareed Baloch	Rabbit	Present
Bernicia Oluwagbemiro	Deer Ladybird	Apologies
Adaline Cumberbatch	Fox	Present
Heather Bruce	Frog	Apologies
Jan Davies	Squirrel	Present
Kayleigh Hales	Badger	Apologies
Liz Johnson	FLO	Present
James Cowie	Woodpecker	Apologies
Neville Archer	Frog	Present
Pat Myles	Hedgehog	Present
Yasar Ahmad	Owl	Apologies
Dawn Linehan	Deer	Apologies
Lisa Parkinson	Butterfly	Present
Heidi Williams	Butterfly	Present

Issues discussed;

1. Terms of reference

As there were new members we undertook an exercise to ensure the Terms of Reference were still fit for purpose. One slight amendment to length of service to me made but all agreed still current.

2. Minutes of Last Meeting

Agreed.

3. Matters Arising

- Display Board – now up in the nursery playground.
- Training Sessions – Work ongoing but progressing well. Discussed a siblings session and group felt a Saturday would be better
- Target Tracker and ILD to be brought to next session

4. Main Discussion Item – Welcome Pack

Various exercises looking at the draft Welcome Pack. The following things to be amended:

- School Uniform – add sentence to reflect we are not strict on it if your child is uncomfortable or has sensory issues relating to clothes.
- Check school timings, says nursery finishes at 12:30.
- Add a bit on what we do and don't do in terms of diagnosis. E.g. ND pathway, EHC plan, diagnosis, Include timescales.
- For school nurse –flu jab, what do you and don't you do (Agreed to be separate to welcome pack)
- Staff structure – expand structure, SLT, class, role
- Expand home visit sentence, include what will be discussed and what will happen next
- Strap line – in white
- About our school – minor amendments to wording
- Remove acronyms throughout
- Add volunteers, first aid, rights respecting school, FAQ, attendance, money sections plus who to contact for what sheet (adapted)

5. Your Views

Whilst finding a company to provide holiday provision has not been successful we are considering opening parts of the school in the holidays for families to come in and use. The group felt this was a positive idea, they would feel comfortable sharing with other families, recognised a limit was needed to avoid it being too busy, would be happy to pay a small charge and suggest 1 ½ hours per session. LJ to put a proposal together.

Decisions and recommendations made:

- Terms of Reference remain current (One slight amendment to length of service, LJ to amend)
- Saturday more suitable for a sibling group than an evening.
- Welcome Pack heading in the right direction with a few amendments to be made. Agreed not to bring it back to the Council but use email for updates.
- Opening the school in the holidays for family use agreed to be a good idea, though details to be sorted out.

Date of next meeting: Friday 31st January 2019