



## Parent Council Minutes

**Date of Meeting: 26<sup>th</sup> January 2018**

**Clerk: Sally Burston**

### Attendance

<b>Name</b>	<b>Class</b>	<b>Present/Apologies</b>
Rashid Chunara	Rabbit	Apologies
Matt Hulme	Ladybird	Present
Neville Archer	Deer	Present
Yasar Ahmad	Fox	Present
Yvonne Siurtek	Woodpecker	Present
Nathalie Katona	Butterfly	Present
Amanda Whelan	Frog	Present
Heather Bruce	Owl	Present
Mark Rossiter	Hedgehog	Present
Jan Davies	Squirrel	Present
Enoch Kiyaga	Badger	Present
Liz Johnson	FLO	Apologies
Sally Burston	Headteacher	Present

### Issues discussed;

1. **Measuring Parental Input** – Anne Whitehead introduced the concept of a Parent Council
2. **Terms of Reference** were agreed by the group. Email communication was agreed as a method of feeding back to the Parent Council on actions taken etc.

### 3. **End of Year Reports** discussion;

- Sally outlined the various methods of communication between home and school currently in place;
  - regular email communication
  - Annual Review meetings
  - Parents Evenings 2 x a year.
  - Summer term appointment in class
  - Personalised Learning Targets 3 x a year.
  - Interactive Learning Diary & Target Tracker
  - Face-to-face communication for those parents who drop off / pick up themselves.
- Sally outlined the new proposal for brief end of year reports that would provide information parents want without being too onerous for teaching staff to complete.
- **Top 2 items** for inclusion in reports were Personalised Progress Information & Next Steps Targets (possibly for the holidays as these reports would be presented at the end of July).
- Following on from this the next popular items were Emotional Wellbeing / Positive Achievement / Areas of Difficulty alongside the sharing of strategies to help.
- **Worst reports** comments – parents felt that they would like to avoid reports with too much jargon / codes / percentages & data. Parents felt that overly positive “wishy-washy” reports were not helpful, but neither were overly negative reports that appeared to be judgemental or blame the child. Bringing solutions was felt to be very important by the group as a whole.

### 4. **Your Views on Future discussion topics;**

- Toy Library
- Parent Buddy System
- Distribution of Local SEN Information
- School Dinners

### **Decisions and recommendations made:**

- ❖ **Sally to produce draft report templates for approval**
- ❖ **Sally to produce minutes of the meeting.**

**Date of next meeting:** Friday 24<sup>th</sup> February @ 10am.