

# Parents' Council

## Minutes of Meeting held Monday 13<sup>th</sup> January 2020

**Attendees:** Mrs Edwards  
Dawn Bellis  
Clay Gibbons  
Dee Aldens  
Hayley Sanders

**Apologies:** Kylie Lowe, Tracy Roach, Dharshni Dharma, Laura Draper,  
Liz Loring

### 1.0 Welcome and Apologies

### 2.0 Interventions / Support / TAs

Mrs Edwards made reference to the reallocating of TAs between year groups, as mentioned in the recent school newsletter and that the school website would be amended accordingly. Acknowledgment was made that some of the information on the school website is outdated and does also need to be amended. The SEN Policy requires updating, and that in general information on the web site could be presented better for more ease of use.

The point was raised that in some parents opinion there is not enough information on the website, particularly when it comes to supporting the children. As an example Mrs Edwards said the "Seasons for Growth" programme could be promoted, working alongside the 2 Pastoral Support Officers within the school. Links for further assistance and local facilities should be made more prominent, along with what is available for all children and the provision for SEN at St Andrews on the schools website. A contact list of "outside agencies" such as OT (Occupational Therapy) would be useful also to have on the school website.

Mrs Edwards advised that the school are recruiting additional TAs. This will enable the TAs to be split across 2 year groups and 2 additional TAs (non-class based) floating between the years. These will be distributed as per the needs of the children.

### 3.0 Clubs

Unfortunately the Get Active Clubs have had to be cancelled this term due to lack of demand. There was an issue with the initial email not having a closure date on it, however Get Active will return in the 2<sup>nd</sup> half term. Discussion was made over the clashing of clubs and whether there's any scope to rotate them around across the terms. It also came to light that ParentPay only enables one parent to receive correspondence and therefore information isn't available to all Parents should they be separated. If the information is sent out via Dojo, everyone can view the communication.

Point was made that there are a number of restrictions on year groups for the clubs and not everybody is eligible for every club. However question was made whether it may be better to list clubs as either KS1, KS2 or suitable for all but still with the same restriction on numbers participating. This may encourage numbers, without excluding those who would like to partake but are in a year above/below.

The possibility of Parents wishing to come in and help at clubs was also raised. This was welcomed as a suggestion to assist with any of the teachers taking clubs but without the necessity of them to have their own individual Public Liability/DBS checks. This is something that has happened in the past with various other clubs run after school. The idea of sending out club letters before the term itself starts was put forwards to give parents more notice and advance notification of costs.

#### **4.0 Improving Communication in School**

The Coffee morning before breaking for Christmas was very quiet. Parents' Council will continue to notify on the outside billboard and also email the school office for dojo reminders. The bike shed/external wall was also mentioned as an area of notice. As the weather improves, suggestion was made to have tea and coffee outside Early Years.

#### **5.0 Grant & Funding Update**

Dee said she has approached Sainsburys who have replied that they do support their local community and that the local branch should be contacted directly. Mention was also made of Uxbridge Business Park working with the local community and that Coca-Cola also offer similar support. We will endeavour to pursue these routes.

#### **6.0 AOB**

Head Bump Letter – A request has been made for there to be more information on the note that comes home informing of a child bumping their head at school. This is to include a brief summary of how it happened and approximately what time for parents to have more accurate information should the child need any further medical attention outside of school and for monitoring purposes. The note is a last resort and verbal communication with home should be made first, with the incident being noted in the school accident book. Mrs Edwards said that more information can be noted on the letters sent home when needed.

Sickness letters – Referral was made to the newsletter dated 10<sup>th</sup> January 2020, and that the letter generated is of standard, universal format to ensure the policy is adhered to across the board for everybody on an equal level. Should a child be absent for 3 days or more, Doctors can then issue a sickness note to be brought into school for clarification purposes.

Traffic Wardens – Comment was made that so far this year, hardly any traffic wardens have patrolled Nursery Waye at school drop off/pick up times.

Coffee Morning/Afternoon – Suggestion was made to move this outside as and when the weather starts to improve. Although proving more successful in the afternoon, space is awkward due to the hall always being in use.

Next one due potentially around the start of February before breaking for half term.

#### **7.0 Next Meeting**

Monday 16<sup>th</sup> March 2020, at 2pm