

## **Parents' Council**

### **Minutes of Meeting held Monday 5<sup>th</sup> March 2018**

**Attendees:** Mrs M Calder  
Dawn Bellis  
Sarah Harris  
MayMay Sung  
Lara Seymour  
Laura Draper

**Apologies:** Mrs N Edwards  
Sally Clargo  
Carol Turner  
Toni Meadows

#### **1.0 Welcome and apologies were made for today's meeting.**

#### **2.0 Previous Minutes**

No issues with previous minutes.

#### **3.0 Care Fund**

Mrs Edwards has created and produced a new information leaflet explaining the purpose of the School Care & Maintenance Fund. Initially something produced by The Governors, it will hopefully be ready for distribution to each child within the School after Easter, both in paper and electronic formats. It will replace the original handout designed and issued by The Governors. The Parents' Council are all in agreement it is far more informative and captivating, emphasising its importance and benefits to St Andrews. It will also be promoted on the School web-site, with the ability to pay on ParentPay.

Sarah questioned if it may be possible for ParentPay to show "balance left to pay" on the Care & Maintenance Fund as it seems from experience when there is an amount to pay over a period of time the amount outstanding does not override the initial cost of such an item? Mrs Calder said this is something which is operated nationally rather than in house, however the question could be made to ParentPay directly.

#### **4.0 Easter Holidays Move**

Mrs Calder confirmed the moving and relocating of the Library to the Yellow Room over the Easter Holidays. Benefits of the move include the children having natural light within the new library as it has both a window and an external door leading out to the playground.

Help from Parents/Carers/Grandparents will be requested in the week before Easter to come in and box up books ready to be moved. If the books are boxed in an organised and tidy fashion, it will then be relatively straight forwards to unpack them all after Easter, for which help will again be gratefully received. Dawn suggested it may be ideal to advertise sessions such as 9-11am or 2-3pm as more people may come forwards whilst on a school run for an hour.

Mrs Calder said that full height, floor to ceiling book shelving will be used to maximise space, with the top areas being used by staff and their resource books, and the lower levels available for the children's books.

The Music Room will stay as it is for its intended purpose and will not be changing over the Easter Holidays.

## **5.0 IT**

Dawn said it was great to see the recent picture on Dojo of the children getting usage from the new laptops provided by The Friends. Concern was raised however, that during the use of the laptops some children were reported to have been browsing You Tube. Mrs Calder advised that such sites should be blocked and inaccessible with the children's log in. St Andrews School internet goes through a company with a firewall service which needs permission to access a large number of web sites (blanket screening process) and that this should not have happened. The question will be raised with the IT company as to how this may have happened and to ensure any further issues do not arise in the future.

MayMay enquired as to whether Year 6 still have SPAG logins for online work in place, with Sarah as Year 6 Rep to contact Mr Withams to enquire about this and the You Tube incident.

## **5.0 Snow Day**

Sarah enquired if there is scope to consider a Major Incident Plan for days when the school is closed, such as last week's snow day. This is for those Parents who still have to go to work on such days as not everybody has a network of friends/family they can readily call upon. Mrs Calder said it is always difficult to make such a decision based on the weather forecast and how accurate it will be but acknowledged this and said she would take it to Mrs Edwards. Sarah went on to explain how people within the Emergency Services or airport for example must still get to work in such circumstances otherwise they may be subject to disciplinary action/dismissal.

## **6.0 Any Other Business**

Dawn said she has found potentially 2 possible routes for grants, particularly aimed at the woodland area in the Early Years playground. This will need to be discussed further with Mrs Edwards and relevant forms printed for further investigation.

MayMay spoke of the websites whereby you can shop online and at the same time cashback is raised for the school. Mrs Calder said she would approach Mrs Mansoor to see if we qualify for this kind of funding and financing.

MayMay also enquired whether there has been any thought over a change of destination for the Year 6 end of year trip, for example alternatives and their costs? This year's Isle of Wight trip has cost £380 per child, which does cover all travelling costs, 4 nights' accommodation full board and all trips.

## **7.0 Next Meeting**

Scheduled for Monday 21 May 2018, at 2.30pm