



Alexander Hosea Primary School

Parent Council Meeting 22<sup>nd</sup> March 2018

Class	Parent representative
R – Topaz	Mrs Hathaway (James) Mrs Heffernan (Alfie)
Y1 - Emerald	Mrs Mason (Tessa) Mrs Leighton (Anabel)
Y2 – Jet	Mrs Norton (Charlotte)
Y3 – Crystal	Mrs Hathaway (Ben)
Y4 – Diamond	Mrs Carter (Ava)
Y5 - Pearl	<del>Ms Days (Freya)</del>
Y6 - Amethyst	Mrs Woodward (Douglas) Mrs Howes (Fred)

Agenda

	Notes (PC = Parent Council)	Actions
1. Follow up from last meeting (1 <sup>st</sup> Feb 2018)	<ul style="list-style-type: none"> <li>• <b>Homework:</b> SLT to review homework provision at the end of the year and look at homework transition from Year 2 to 3 and whether to use books in the new academic year.</li> <li>• <b>Online club system:</b> DW spoke to another school. They said 'it is just a google form that a member of staff created, we change periodically to reflect the clubs on offer. It doesn't cost us anything and we just put the link on the school newsletter'. We would be interested in trailing this for clubs run by teachers (external providers would have their own systems). Need to find someone who knows how to set this up.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• DW to follow up with SLT on homework action by end of school year.</li> <li>• DW to explore whether a google form could be linked to our website for in house online club booking system by the end of the school year.</li> </ul>
2. Catering Working Party	<ul style="list-style-type: none"> <li>• <b>New menu</b> is due to come to us this week and we will post on the website.</li> <li>• <b>Y3 parent/carer lunches</b> for adults to sample a school meal. A letter has been drafted and will come home soon to Year 3. We will start the Reception lunches in autumn terms in the new academic year.</li> <li>• <b>Final meeting on 11th May</b> then the working party will close.</li> <li>• Catering Area Manager is drafting a <b>parent/carer questionnaire</b> to send out in Term 5. We are hoping that the results will have been analysed before the final meeting.</li> <li>• Catering Area Manager is planning to organise a <b>taster session for parents in the playground after school</b> in summer term. Awaiting date.</li> </ul>	<ul style="list-style-type: none"> <li>• DW to feedback to Parent Council after next Catering Working Party meeting (May 2018).</li> <li>• When date is arranged for taster session, DW to post in newsletter.</li> <li>• When area manager sends questionnaire over, school office to send out by email.</li> </ul>

<p>3. School Reports</p>	<ul style="list-style-type: none"> <li>• SLT are reviewing the most recent report format. Might change for this year. Teachers start writing these in Term 5.</li> </ul> <p><i>Any feedback from parents about the previous format to help in our thinking around this? Which aspects of the report do you find helpful?</i></p> <ul style="list-style-type: none"> <li>• Fewer words would make it easier on the eye. Concern that there is too much writing in it and there is some repetition.</li> </ul> <p>New version could have:</p> <ul style="list-style-type: none"> <li>• a combined English section with target below,</li> <li>• combined maths section with target below</li> <li>• general comments with PSE target. Teachers could use front attributes and skills as a prompt sheet for general comments, but doesn't need to be included in the report. Teachers could include key strengths from the attributes and skills sheet and particular strengths from wider curriculum in general comments.</li> <li>• tick grid for all other areas of the curriculum.</li> <li>• keep data as it is, but change 'mastering' to secure +.</li> <li>• Headteacher comments stay the same</li> <li>• Instead of pupil comments box, pupils could write letters to their parents/carers.</li> </ul> <p>Also talked about:</p> <ul style="list-style-type: none"> <li>• Transition into next year group – school's plan is to have 4 days in July (an hour and a half a day) in their new classes with their new teacher, to do self-portraits based on an artist – these can then be displayed in new classroom.</li> <li>• DW is planning to inform parents which teacher will be in which class in June.</li> </ul>	<ul style="list-style-type: none"> <li>• DW take the comments about the report to Senior Leadership Team meeting for discussion.</li> </ul>
<p>4. Discussion points for meetings</p>	<ul style="list-style-type: none"> <li>• DW proposed that the Parent Council meet <b>3 times a year</b> (Terms 1, 3 and 5?), rather than 6. Would Parent Council be happy with this? Agreed that if fewer meetings, we could have a fuller group at each.</li> <li>• If Parent Council reps would like items to be included in an agenda, please send an email or drop a message to the office FAO DW <b>5 school days before the meeting</b>, so that it can be included in the agenda.</li> <li>• <b>How do you seek ideas from other parents</b> in your class about what to discuss at the meeting? Mrs L said that she has found the closed Facebook group for the class to be a helpful way to ask for ideas.</li> <li>• Within approx. 5 days of the meeting (this may vary if the meeting is close to a school holiday) <b>the minutes are posted on the school website</b> by Mrs Packer.</li> </ul>	<ul style="list-style-type: none"> <li>• Take items forward to next meeting (as only one representative today).</li> </ul>
<p>5. AOB</p>	<ul style="list-style-type: none"> <li>• Photo of group for website.</li> <li>•</li> </ul>	<p>Photo in September of updated Parent Council</p>

Date of next meeting: 28<sup>th</sup> June at 2:45pm