

Stanford Infant School
Minutes of Parent Class Representatives Meeting 2nd November 2017 @ 9:15am

Attendees:

Madeleine Denyer (MD), Mia Sargent & Karen O’Hehir (Alex Class); Amy Nel (Palace Class); Rebecca Hutt, Suzanne Lindfors (Pier Class); Laura Wright (Dolphin Class); Danielle Holden, Nigel Stock (Marina Class); Zubeida Dasgupta-Clark, Joanna Conlon (Ocean Class); Corinna Wilson (Regent Class) and Mandy Blake (PTFA Committee Rep)

Apologies received from:

Biddy Carter (Dolphin Class); Helen Johnston (Marina Class) and Jyoti Kakad (Pavilion Class).

You will note that there is currently no representation for Lagoon Class. Please let the School Office know if you would like to represent your class.

Role of the Parent Class Rep:

The Terms of Reference were circulated. The Parent Class Reps were welcomed to their first meeting of this academic year and they introduced themselves. The role of the Parent Class Reps was then discussed. Parent Class Reps play an invaluable role in encouraging parents to make a positive contribution to life at the school and help to ensure the current needs of the children and their families are met. They are important links for information, as well as contact points for parents/carers. Their roles may include the following:

- Raise questions, ideas, celebrations and general problems directly with the school;
- Promote partnership between home and school;
- Organise activities relating to their class, including producing a class contact list.

Parent Class Representative Meetings are not the correct forum for raising individual matters. Items relating to specific children, specific parents/carers, or individual school staff should be discussed one-to-one with the relevant Teacher, Deputy Head Teacher or the Head Teacher.

A FAQ Document is available on the School’s Website which answers the most common queries raised in Parent Rep Meetings (head lice, school meals, changing home reading books, etc.); therefore, these items will not be discussed at meetings, as the answers are covered in the documents and therefore reps will direct parents/carers to it. A copy can be found by clicking here: <http://www.stanfordinfants.co.uk/parent-class-representatives/>

PTFA:

Mandy Blake, PTFA Committee Member, was welcomed to the meeting as a guest and spoke about the fundamental role of our wonderful PTFA and how parental support is vital for the success of the events planned.

The next event is Quiz Night on Wednesday 15th November – tickets on-sale now!

The Parent Reps provide a valuable link between the PTFA and classes; at the PTFA Committee Meeting, we will be planning the annual Christmas Fayre. Each class will sign up to run a stall and the reps will co-ordinate this.

Class Contact List

The Parent Class Reps would like to initiate a contact list, if there isn’t already one in circulation. This has proved successful in previous years. To avoid slips of paper and parents/carers missing out on the opportunity, the rep’s emails are on the bottom of these minutes, so please contact them directly with the following details:

- Name
- Child’s Name
- Email Address
- Phone Number

A contact list will then be created and circulated. A master contact list is circulated with these minutes, which can be used by reps if required. Please remember if you don’t provide your details

P.T.O

you won't be included in the list and therefore may miss out on important information or an invitation to a social event!

A polite but important reminder to all families about the appropriate use of Email or Social Networking Sites when communicating with parents/carers in the School – any derogatory messages regarding members of staff, parents/carers, or children are totally unacceptable.

Parent/Carer Questionnaire Feedback

The feedback identified the ways forward that linked to the School Development and Improvement Plan for 2017-2018.

School Development & Improvement Plan (SDIP)

MD then discussed this year's School's Development and Improvement Plan; our working document that sets out the school's aspirations for the year ahead. Although we are a successful school we are never complacent and are always looking for ways to improve children's learning experiences.

The family friendly version of the SDIP has already been circulated home and a copy posted on our website. MD talked through the aspects highlighted in green; these were development areas that had resulted directly from parental feedback.

In brief the areas are as follows, alongside the desired impact:

- Improve the efficiency of the School Office; including communication.
We will effectively and efficiently manage the provision of a range of office services designed to meet the needs of different stakeholder groups.
- Develop further partnership working to achieve greater capacity to improve.
We will work together with other schools to help improve outcomes.
- Develop working scientifically; seeking ways to develop imagination and creativity using our school grounds.
Children will develop imagination and creativity when using our School Grounds.
- Revive our Science curriculum; providing a 'motivating context' for children to develop and improve skills in many areas.
Teachers will have the skills, confidence and passion they need to inspire them to improve teaching and learning in science and spark the children's curiosity.
- Strongly embed and promote the fundamental British Values through our whole-school approach to SMSC and everyday aspects of school life; including our PSHE and RE curriculum.
Our well-delivered PSHE programmes will have a positive impact on outcomes for children, particularly the most vulnerable and disadvantaged.
- Embed a culture of PE, Sport and Physical activity to promote whole-school impact.
Pupils will enjoy a rich provision of PE and Sports which will support in developing healthy lifestyles and enabling them to reach the performance levels they are capable of.
- EYFS: To enhance our outdoor learning environments.
Our outdoor learning environments will be enhanced and all staff will ensure their interactions with children promote high quality learning/talk opportunities.

MD had received comments about the term British values. To clarify, all schools are required to provide the spiritual, moral, social and cultural (SMSC) development of their pupils. As part of this requirement, schools are expected to actively promote the fundamental British Values:

- Democracy
- Rule of Law
- Individual Liberty
- Mutual Respect & Tolerance of different faiths and beliefs

Our strong values embed our ethos and therefore British Values reinforce, not change, our current ethos.

Communication was discussed; the reps were pleased to learn that MD was looking into the format of the School Newsletter and also navigation of the School's Website. Joanna Conlon offered to send MD an example of Mailchimp – a software platform that enables you to automate information to the right people. MD is also hoping to revamp the School's Website with more user-friendly material.

The Parent Reps suggested that families would welcome more of an insight into the life of their child in the school day, with some tips on how they can offer the right support at home. MD is considering how this can be achieved.

General Comments / Feedback from the Representatives:

Anti-Bullying Week

Comment: *how will this be planned for; are there opportunities for the children to be reminded of the strategies in school to say if something is worrying them and who they can talk to?*

Response: a letter will be circulated home ahead of the week to detail our approach to 'Anti-Bullying' and we will also update our Anti-Bullying Policy alongside the strategies we equip the children with to enable them to stay safe and happy. Further information will be circulated home at the end of the week. Bubble Time is a whole-school system where children can ask for one-to-one time to talk with a grown-up of their choice. Children can get a bubble; these are located around the school. The bubbles mean the child would like to find a quiet time when they can share their worry or just generally have a chat. The school saying is 'got a trouble, get a bubble'. However, the children know that they can get a bubble at any time if they feel they would like to talk to any grown-up about anything. A copy of the Safety Strategies employed at school will be circulated home at the end of next week.

Gender

Comment: *how does the school promote gender equality? Some boys are using terms, such as, 'boys are best', etc.*

Response: through our comprehensive PSHE curriculum, children are supported to identify and respect the similarities, differences between people, including gender. We have a challenging language script and are always considering ways to promote gender equality. The focus of Anti-Bullying Week is 'All Different, All Equal' and we are planning some inspirational events which will include gender equality.

Reading Workshop for Years 1 & 2

Comment: *will any information be available if parents/carers can't attend the workshop in the evening?*

Response: an information leaflet will be circulated home and the School Website updated with further information about how we teach reading at school and how you can support at home.

Wall

Comment: *is there any update with regards to the wall?*

Response: Yes!! The works to complete the repairs to the wall have now been completed. At the time of the meeting, we were waiting for Brighton and Hove City Council to sign off the works and remove the Dangerous Structure Notice; I can confirm this has been actioned. We now have the small matter of encouraging them to remove all the building equipment. I hope to be in position to send you positive news in the next week or so; so brace yourselves for an opening ceremony in the very near future. Miss Remnant and I are busy practising our celebratory dance but do not fear we the 'pink ladies' will be stationed at either entrance once the back entrance re-opens.

Welcome to School in the morning

Comment: *some families really miss the personal greeting they receive from teachers in the morning when classes have their own access point. Whilst they appreciate it is a lot more difficult seeing classes in through the same door, could teachers acknowledge children as they enter the classroom in the morning?*

Response: some classes are fortunate to have a door each to enter through in the mornings which makes things easier. However, MD will encourage teachers to welcome all children into school in the mornings.

The Meeting ended at 10:20am.

Date of Next Meeting: **Thursday 7th November @ 9:15am**

Parent Class Representatives 2017-2018

CLASS	PARENT REPS	CHILD'S NAME	EMAIL ADDRESS
<u>ALEX</u>	Mia Sargent	Arthur	miabsargent@gmail.com
	Karen O'Hehir	Sienna	karen.ohehir@experis.co.uk
<u>PALACE</u>	Tom Counsell / Catherine Will	Fred	tom@counsell.org catherine@cmwill.org
	Gabrielle Looney	Daisy and Charlie	gabrielleflooney@gmail.com
	Amy Nel	Indy	amynelsb@gmail.com
<u>PIER</u>	Rebecca Hutt	Wesley	becca.hutt@gmail.com
	Suzanne Lindfors	Sylvie	suzlindfors@hotmail.com
<u>DOLPHIN</u>	Biddy Carter	Rowan	biddycarter@mac.com
	Laura Wright	Lyla	lauraalicesmith@hotmail.com
<u>LAGOON</u>			
<u>MARINA</u>	Helen Johnston	Agnes	helenjohnston76@yahoo.com
	Danielle Holden	Amelie	hughesblondie9@hotmail.com
	Nigel Stock	Sid	nigel.77@hotmail.co.uk
<u>PAVILION</u>	Jyoti Kakad	Mac	jyotimark01@gmail.com
	Kirstie Berman	Amy	kirstieberman@hotmail.co.uk
<u>OCEAN</u>	Zubeida Dasgupta- Clark	Uma	zubeidadasgupta@yahoo.com
	Joanna Conlon	Harvey	joannaconlon@gmail.com
<u>REGENT</u>	Corrina Wilson	Morris	corinna@corinnaradcliffe.com
	Sylvia Den Aantrekker	Noey	sylintheuk@gmail.com