

Stanford Infant School
Minutes of Parent Class Representatives Meeting 7th February 2019 @ 9:15am

Attendees:

Madeleine Denyer (MD), Julia Pettigrew, Martin Hansford (Palace Class); Emily Long (Dolphin Class); Alison Kennedy (Lagoon); Sarah Wright (Marina Class); Paul Garner (Ocean Class); Clare Nolan (Regent Class).

Apologies received from:

Amy Robbs, Katie Floyd (Alex Class); Esther Shepherd, Susannah Kyriacou (Pier Class); Helen Hauduc (Marina Class); Lucy Lefroy (Pavilion Class); Eva Fisher (Regent Class).

Matters Arising:

Pier Class Notice Board – this had been actioned; however, the information displayed is now out-of-date again. MD will consider how to take this forward.

Home Learning Activities – the request for cut off dates for items to be returned has been actioned.

Class Feedback:

School Ping

Comment: *there had been a delay in parents/carers receiving the message regarding school opening during the snow last week. Some parents/carers had received it instantly at 7:03am when it had been sent, whilst others did not receive it until the end of the day.*

Response: MD was aware that there had been delay, as staff also receive the notification and the timings of these had been inconsistent too. MD said Miss Parker had contacted SchoolPing and this generic response had been placed on their website:

‘SchoolPing messaging service was experiencing delays this morning. Please accept our apologies that this has affected the service, this has now been rectified and normal service should have resumed.’

MD will monitor, as clearly it is vital that important information is received instantly, this is the purpose of the communication package.

Handwriting/Spelling Policies

Comment: *is it possible to view these, can't locate them on the School's Website.*

Response: MD assured the class reps that these are posted on the Policies Page of the School's Website, you just need to scroll down the page to English Policies:

<http://www.stanfordinfants.co.uk/policies/>

BA Academy & Childcare Vouchers

Comment: *families are finding it frustrating that BA Academy do not accept Childcare Vouchers? As they now run four After School Clubs, some children are attending all four; however, parents/carers can't use the vouchers.*

Response: Miss Parker will contact BA Sports again for an update regarding this.

Changing for PE

Comment: *when the downstairs classes get changed for PE first thing in the morning, the children's privacy can be compromised. Can the blinds be closed on these mornings?*

Response: MD said she would speak to staff regarding changing for PE – the classes this affects is Marina, Dolphin, Lagoon and Regent.

School Meals Contract

Comment: *has there been a change to the School Meal provider, as the children seem to be rather more flatulent than before!*

Response: the corporate School Meals contract has been provided by Caterlink since September 2018; we have not noticed any difference to the fragrance of the school in the afternoons! The question was raised about the nutritional value of the School Meals – the Brighton and Hove School Meals Team work with Caterlink to make sure they fulfil the nutritional standards to ensure the children are provided with a healthy balanced meal.

Term Dates

Comment: *in the 2018/19 dates posted on the School's Website, it states the summer holiday is 29th July – 2nd September; however, in the 2019/20 term dates it says 4th September is an INSET Day but no mention of 3rd September. Please could the school update the School Website accordingly and confirm whether the INSET Days for 19/20 have been agreed?*

Response: sincere apologies, there was an error on the School's Website, which has now been rectified. The summer holiday officially ends on 3rd September; however, the LA INSET Day is 4th September. Further INSET Days have not been agreed as yet but will be soon after half term.

New Children

Comment: *could the class or Parent Rep be informed when a new child joins the class midway through the year, so they could welcome them?*

Response: MD said she would let the classes know and would ask any new families if they were happy for their contact details to be given to the Class Rep.

School Uniform

Comment: *please could the School Office direct parents/carers to the Pre-Loved Uniform when they come to purchase uniform?*

Response: Miss Whittington and Miss Parker already do this as a matter of course and we are going to consider ways to promote the 'box' further!

School Lunches

Comment: *are children encouraged to eat their food at lunchtimes? A couple of children have come home with untouched packed lunch boxes and are starving.*

Response: the staff always encourage the children to eat their food, whether school meals or packed lunches. Reception children leave the hall together once the majority have finished their lunch. MD observed Reception lunch today and they were all eating happily, with MDSA's facilitating this. MD has also spoken to the MDSA's and asked them to be extra vigilant. Please can individual parents/carers let the school know if there are concerns over packed lunches, thank you.

School Milk

Comment: *I receive a payment for School Milk now my child is turning five; however, my child has said they don't always have milk. Can the school clarify whether they receive milk every day?*

Response: children over five have milk if their parents/carers have requested it – it is offered every day. Each class collects the relevant number of milk cartons for their class from the fridge by the Offices and all teachers have a list with the children who have milk. If at all unsure/concerned, please speak to your child's teacher.

Fruit at Breakfast Club

Comment: *it would be good to have fruit at Breakfast Club.*

Response: fruit is available for the children at Breakfast Club. MD has spoken to Mrs Jeffrey, Breakfast Club Supervisor, who has agreed we will purchase a fruit bowl to make the fruit more obvious and appealing. All classes also have a fruit basket, with fruit available during the school day, in addition to the fruit/vegetables offered at playtime (Reception have this available as part of their Learning Environment).

Communication with Teachers

Comment: *is there a way to communicate with teachers other than catching them at the door? Email/note in Book Bags?*

Response: please read below for communication in Starting School Booklet, which is also communicated at other times during the year too:

If parents/carers would like a chat with their child's teacher, they can either arrange it directly with the teacher or send an email/or telephone the School Office requesting this. The teacher will then arrange a mutually convenient time for a 10 minutes' consultation.

How much TV do the children watch?

Comment: *one week, a Reception child said they'd watched TV almost every day (it was the Andy Dinosaur programme when they were learning about dinosaurs).*

Response: MD can confirm that the children never just watch TV, as the school does not hold a TV License, and therefore anything shown is for educational purposes. All classrooms are equipped with an Interactive TV, which is used to display learning materials. The CBeebies Andy's Dinosaur Adventures was used as part of the children's Literacy Learning – small groups of children were collecting facts about dinosaurs, using non-fiction texts, websites, and video clips.

Reading Progress in Reception

Comment: *it is hard to keep track of the children's reading progress at home when parents don't know what letter combinations the children have been taught each week and they choose their own stories.*

Response: all letters were introduced to the children last term and each class is reinforcing these. Each child should have a Reading Sheet in their Book Bag, which details the reading behaviours to encourage. If you are not sure, please speak to your child's teacher.

Drinking Water was also raised; however, please refer to the FAQ's on the School's Website and the last minutes. This item will no longer be raised at Rep Meetings.

Overall, everyone is very happy and grateful to the staff for their hard work. The children have particularly enjoyed the recent Booth Museum Visit (Reception), Pirate Day (Year 1) and Zoolab (Year 2). Reception are also enjoying the whole school Golden Choices. Finally, the Maths Workshop and information sent home for those who couldn't attend was very helpful for parents/carers.

Other Agenda Items

Poverty Proofing the School Day

MD asked for any feedback regarding the Poverty Proofing Report – there had been none received. MD went through the recommendations she wanted feedback on:

Consider other ways that children can show their appreciation to their teacher rather than bringing in gifts – the reps agreed this was a personal choice and some would want to bring a gift or contribute to a collection; however, this should be completely voluntary. The reps agreed that families can be invited to contribute to a collection but no amount should ever be suggested.

Communication around payments – the school aims to give at least a month’s notice when asking for voluntary contributions. Miss Parker is in the process of producing a yearly programme of proposed trips/activities with approximated costs so that parents/carers can budget.

Book Swaps

To coincide with World Book Day on 7th March, we will be having a book swap, where children will be invited to bring in one or two books to swap. This is purely voluntary and the school will ensure there are more books available, so that all children can participate in the book swap. On the afternoon of World Book Day, each class will be invited to the hall with a token, in order to choose a book to bring home.

Orla, Dolphin Class Parent, has investigated the book swap idea, and with the help of Alison, Lagoon Class Parent, they will co-ordinate the swap. If any other parent/carers would be happy to be involved, either on the day, or helping to organise the books before and after the event, they would love to hear from you.

PTFA

Two events are coming up – ‘Bake for Books’ on Wednesday 13th February and the launch of the ‘Library Lottery’ on Saturday 9th March. These events will be posted on Classlist and the PTFA Page of the School’s Website, with posters displayed around school.

The proceeds from these events will go towards new non-fiction texts for the School Library. Alison, Lagoon Class Parent, kindly takes groups of children to the library on Thursday afternoons, and would welcome some new books to *inspire* the children during their visit.

School Development and Improvement Plan

MD then gave a brief update on specific aspects of the SDIP.

The Meeting ended at 9:30am.

Date of Next Meeting: **Thursday 21st March @ 9:15am**