

# Minutes

## Parent Council Meeting 2<sup>nd</sup> November 2016

### Attendees:

Helen Doran 6O (Chair)  
Wilma Kotzenberg 6N (Minutes)  
Martine Goncalves 1H  
Dave Eisenthal 2HS  
Gill Bunting 5ME  
Sarah Peake 5ME  
Romola Davenport 5B  
Lucie Arnaud 3E  
Agnieszka Drabek-Prime 3B  
Lottie Spires 3E  
Elizabeth Collins 6O

Sarah Stepney (school)  
Judith Greenwood (Governors)

### Apologies:

Jude Ashman 1T  
Kim Komljanec 1T  
Tracey Lattimore 1H  
Roisin Vaughn 2HS  
Zoe Smith 2HS  
Orla Machin 3B  
Tricia Gilmour 3B

1. Arrangements for collecting junior (years 3-6) children after school.

### General guidelines for parents:

- It is the parent's responsibility for discussing with their children what they are expected to do at home time.
- Children in year groups 3-6 are allowed to leave the classroom and make their own way home if their parents feel they are capable of doing so. However, the school's view is that year 3 and 4 children are too young to walk home unaccompanied.
- Parents should make the class teacher aware if year 3 and 4 children are expected to go home on their own, or will be collected by an older sibling.
- Children may leave the classroom and wait to be collected from the playground, but only for a short while. If children cannot find their parents/carers they should return to the classroom.
- Unsupervised children, from any year group, should not be playing in school grounds after school.
- Children in infants and juniors are sent to the school office if a parent/carer is more than a few minutes late.
- School agreed that these general guidelines should be raised at meet the teacher sessions at the start of each academic year.

2. Fund raising for the reading bus.

Further money is needed to refurbish the outside of the bus. The Governors are working with the Perse School on a brochure for applying for community grants. The Mayfield PTA will also be consulted about further fund raising.

3. Classroom monitor summaries for parent consultations.

Classroom monitor summaries will be available for parents to look at during parent consultations. All teachers are now using the system. The information in the system may be available on-line but no final decision has been made on this yet.

4. Etiquette/guidelines around using google groups and school newsletter for school's communication for parents.

- Class reps should not be asked to forward emails and information on behalf of the teachers on academic or day to day school issues.
- People are generally happy to receive reminders, for example cake sales, even if this means duplicate emails.
- School newsletters should avoid or explain jargon as much as possible (e.g. Foundation level, KS2, PPA time). A 'jargon buster' for commonly used terms to be put on the school website would help new parents/those unfamiliar with the UK education system.

#### 5. Multi Academy Trust Consultation.

- Two multi academy trusts - Chesterton (The Cambridgeshire Education Trust) and The Spinney (Cambridge Innovation Trust) are presenting options to Mayfield's Governing body on the 9<sup>th</sup> November for Mayfield to join their Trusts. This will allow the governing body to consider a vertical model (primary through to secondary) and horizontal model (joining with other primaries).
- The governors should be able to decide before Christmas which model suits Mayfield's needs the best, although there will be a number of issues which will need to be looked at (e.g. school finances, estates and projected pupil numbers of all interested parties).
- Parents will be informed of progress and consulted but will not get a vote on the decision.

#### 6. Relaunch of Mayfield PTA.

- There has been a meeting to try and relaunch the PTA. The current treasurer will continue in post, but there is still no Chair. However, groups of parents are looking to get together to run an event each term – 3<sup>rd</sup> December is a provisional date for the first event.

#### 7. School interventions (e.g. reading, maths, pastoral care).

- There has been a shift in how the school use interventions from 'off the shelf courses' to tailoring interventions for individual children.
- Parents/carers should know if their child has a learning plan as they will be asked to sign them (often this happens at parent consultations). If unclear, parents/carers should check with the teacher what this means e.g. what interventions, workshops, additional help is being offered and when.

#### 8. 'The Daily Mile' running programme for schools.

- A suggestion by year 5 parents to get children more active and fit by running a mile a day. There may not be time in the school day to fit this in, but the idea will be passed on to teachers to trial if they are interested. School to check if the 'five a day' activity sessions are still being used in all year groups.

#### 9. AOB

- Ms Hill will act as team leader for years 4, 5 and 6 while Miss Moulds is away.