

## Minutes of Parent Council Meeting, Wed 6<sup>th</sup> February 2013

Community Room, Mayfield School 1.30 – 2.45pm

Attending:	Apologies:
Jas Hill (Headteacher) Roger Wolferstan (Parent Governor) Helen Doran (Chair) (Yr 2) Sima Shimi (Yr 4) Lotty Gladstone (Yr 3) Efrat Liberman (Reception) Claire Hancock (Yr 4) Fiona Phillips (Yr 1) Diane Rowland (Yr 5) Anna Sipert (Reception)	Debbie Goodrick Katy Davenport Jayne Green Amy Ellis Emma Smith Sarah Leigh Tanis Bendall Kelly Montgomery Charlotte Lestienne Joanne Harris

Issues	Actions
<b>From Minutes of Parent Council meeting 3<sup>rd</sup> December 2012</b>	
Head lice – what to look for and how to treat it	School to add suitable internet links to notes about head lice in slips handed out in class Diane Rowland to look at information and materials available through National Bug Busting Day. Feedback to Kate Vadhia, School Office
<b>Leadership Day</b> – information for school website on the aims/purpose of leadership days	Ms Hill to provide wording
<b>Lost property</b>	Each cloakroom now has a lost property box
<b>Agenda items for Wed 6<sup>th</sup> February 2013</b>	
<b>School supervision at lunchtime</b> Progress made by school: <ul style="list-style-type: none"> <li>All teaching assistants are now lunchtime supervisors, to provide continuity for children and feedback on behaviour to teachers and increase the number of supervisors (for clubs and outside play)</li> <li>Supervisors wear high visibility jackets so the children can easily identify them</li> <li>Ms Hill and Mr Taylor meet 1.15 each day to discuss any issues</li> <li>Supervision extended into the cloakrooms</li> <li>Senior member of staff oversees lunchtime supervisors</li> </ul>	Any ongoing lunchtime issues please let Ms Hill know via the school office
<b>Target mornings</b> <ul style="list-style-type: none"> <li>Reviewed by school and the purpose of target mornings clarified in the Spring Term newsletter</li> </ul>	

<ul style="list-style-type: none"> <li>Suggestion for outline of what each year group will be learning in the coming term to be presented by teachers e.g. at 3.00 pm once a term</li> </ul>	Parent Council reps to ask parents if this is something they would be interested in, bearing in mind this information is sent to parents in paper form and on Parent Mail
<p><b>Videoining and photography at school performances</b></p> <p>County Council policy has been looked at by Pupil &amp; Premises wellbeing committee:          Agreed actions:          Parents to sign a sheet on entry to school performances asking parents to agree to the following:</p> <ul style="list-style-type: none"> <li>I agree to ensure that all images I take will be for my personal use, will be kept securely and be used appropriately.</li> <li>I agree not to post images on the internet of other children without the agreement of their parents/carers</li> <li>I agree not to distract or obscure the view of others whilst taking images</li> </ul> <p>For the Yr 2&amp;3 Performance ‘Tale of two wolves’ parents will be notified in advance by google groups</p>	No further action
<p><b>Gift shop spending on school trips</b></p> <p>Differing opinions from parents as to whether children should be allowed to visit the gift shop at all/whether there are other activities that could substitute for the visit e.g. craft activity. Others are keen on children learning how to manage money/an experience they wouldn’t get at home</p>	Maintain ‘spending limit’ for school trips Ms Hill to ask teachers to make sure they and parent helpers adopt a ‘no sweets’ approach to gift shop purchases
<p><b>Parent helpers on school trips</b></p>	Ms Hill has asked teachers to let volunteers know in good time if they are required as helpers or not
<p><b>Advance payments/lumps sums so parents don’t have to remember small sums of cash for activities</b></p> <p>Difficult to manage administratively (as some parents would prefer not to pay larger sums, particularly if they have more than one child)</p>	Kate Vadhia to review use of on-line banking to pay for school trips
<p><b>Good feedback from parents:</b></p> <ul style="list-style-type: none"> <li>Use of google groups and Parent Mail</li> <li>Letter from Performance and Assessment Governors Committee (18<sup>th</sup> December 2012) very well written, illustrated and informative showing good school results</li> <li>School being kept open in the snow (but with a reminder to clear the path round the Yr 4 classrooms)</li> <li>Number and variety of lunchtime clubs</li> </ul>	

<ul style="list-style-type: none"> <li>• Ms Hill and other teachers greeting parents in the morning at school drop off</li> <li>• School gated being kept open until 5pm for children to play/use apparatus</li> </ul>	
<p><b>Other business:</b> International parents</p>	<p>Parent Council reps to tell/remind parents about the international parents group run by Kate Stalker</p>
<p><b>Note on minutes to be written for google groups</b> (to be adapted by Parent Council reps for their yr groups)</p>	<p>Helen Doran</p>