

Minutes of Parent Council Meeting

Summer term 2015 – Fri 12th June 2015

School Library, 9.30 – 10.30am

Attending

Helen Doran (4F)

Lotty Gladstone (5C)

Kath Barlow (5M)

Efrat Liberman (2H)

Lucie Arnaud (1AC)

Wilma Kotzenberg (4C)

Sarah Peake (3LW)

Roisin Vaughan (Rec C)

Kate Noble (3L)

Elizabeth Collins (4F)

Gill Bunting (3L)

Erminia Carillo (1H)

Rachel Watson (5C)

Wilma Kotzenberg (4C)

Zahra Jawad (3LW)

For school:

Paula Ayliffe

Judith Greenwood (Governors)

Apologies

Debbie Goodrick (2E)

Mark Stevenson (2H)

Sheila Watts (6F)

Jayne Clough (6F)

Orla Machin

Lottie Spires (1AC)

AGENDA ITEMS

1. **The new ParentMail system** has produced lots of queries from parents, almost entirely unfavourable. The system has been imposed on the school by the ParentMail company and we are locked into the new PM system until 2017. Mayfield held off as long as possible and is last school to sign up to the new version and it is not possible to revert to the old system.
- Mrs Ayliffe will follow up with Kate Vadhia, School Bursar, re continuing to put as much information in the 'header' as possible, to give some idea of the content, so that parents can judge how urgently they need to log in and read the full message. They will also trying to resolve the issue of multiple copies of the same message for additional children from the same family. In the long term a direct line of communication to Parentmail for parents to resolve 'glitches' with accessing messages from alternative platforms etc may be needed.

2. **Update on swimming pool cleanliness and keeping younger children warm on poolside.**

- There was a one off incident where reception children spent some time on the pool side, due to an issue with the changing room which had occurred over lunch time. Normally they stay inside until it is their turn to swim.
- Following several queries about the cleanliness of the swimming pool water, the PC were reassured that the levels of chemicals are checked three times a day (at 7am, lunch time and 7pm) and there are independent, unannounced spot checks once a month. The meeting then discussed how best to keep the changing room floors clean, as the children's outdoor shoes are the main source of dirt in the pool, a proposal was made to supply new mops for the changing room floor after each lesson.

3. **Sports day** - itinerary, supervision and making sure the children feel safe and understand what is happening, plus sun safety - making shade available and not letting them out for the whole day (plus the usual water, sun cream and sunhat reminders/checks)

- The itinerary for sports day will be set during the week beginning 15th June. An explanation of how the day will work will be given to the younger children. To maximise shade available the school will try to borrow some gazebos.
- Gill to request from MAPS

4. **Targets/progress measures**, new assessments and particularly how these will be communicated to parents - in books/target sessions

- The Government should make further details available for September, but there is no guarantee that this will happen. Ms Hill has prepared a document detailing what is currently know about the new system, and more significantly, what is not yet known. This was originally intended as a staff resource, however the PC felt that it would be useful to share it with parents with the addition of an introductory paragraph setting out the schools philosophy and goals in developing the new system.
- The government system will cover maths, english and science, however Mayfield's own system will include all subjects. It will include end of year expectations for each year group. A software system called "classroom monitor" has been selected as a framework to store data.
- Mrs Ayliffe will circulate a draft of the document for the PC to comment on, with the intention of sending it out to parents before the summer break.

5. **Transition day** Reps were requested to make themselves known to their new teachers after school on Transition day (10th July). Three of the four newly appointed teachers are expected to be in school for the day. The current years 3 and 4 will be able to find out which class to collect their children from via lists in the playground. It won't be possible to send this by email in advance for legal reasons.

- Both Mrs Ayliffe and Judith Greenwood expressed their enthusiasm and excitement about the newly appointed teachers who all have first class academic backgrounds

and are highly recommended. Three of the four new class teachers will be in Mayfield on transition day. The PC recommended that this information be communicated to parents as soon as possible.

6. **Additional teaching and extension classes in Yr 6.** Several parents had expressed concern at learning towards the end of the year that others had received extension teaching in preparation for SATs.
 - There is no fixed method for the allocation of additional teaching and each year group is discussed by the Class teachers and Mrs Fraser at the beginning of the year in pupil progress meetings. The aim going forward is for more interventions to happen IN class.
 - The PC recommended that this information be added to the 'Introduction to Yr X leaflets' at the start of term, or termly plans if this is more appropriate.
7. **What school reports look like under the new targets system?**
 - The format of reports will probably need to change for years 2 and 6 to include the new national performance measures, which are not yet clear. The format for other year groups is also yet to be decided. Consultations are likely to be a combination of child-led consultations/presentations and more traditional parent/teacher consultations.
8. **Post-election thinking on the academy conversion process.** An update was requested on the Governors current thinking.
 - Given that the previous Academy conversion application was turned down on the basis of last year's SATS results, the Governors are waiting for this year's results to be published on 6th July before forming any definite plans for the future. Meanwhile they have investigated some other local Academy Federations for reference. They still favour the single school model as a step towards sponsoring the Darwin Green school, although acknowledging that this will be difficult to achieve.
 - A new parent questionnaire is planned for the autumn term - what will it include and what will the main purpose be? PC to view previous questionnaire in preparation.
9. **Playground markings.**
 - Mrs Ayliffe agreed that the KS1 playground desperately needs new markings on the playground. Equipment and paint are available, what is required are the selection of some appropriate designs (some 'basics' such as a 'hundred square' should be included) and some parents to help do the work at a time when the paint will have enough time to dry.
 - Possible date for this is the Inset day on 3rd July, if designs are ready by then.

10. Guidelines when posting on Twitter

- The PC asked for clarification on the educational benefits for the children of using Twitter and the schools mechanisms for safeguarding. The schools policy is that where possible full face photos of children are avoided. Also where children are named, their photos are not shown and vice versa. Mrs Ayliffe holds the single password to control what is published by the account.
- A new consent form for parents will be sent out in September. This will be reworded and more detailed regarding Twitter.

11. Roll over of reps into next academic year. Final decisions on reps for next year will need to wait until the class mixing is complete.

12. AOB

- **Update on infant school meals** Discussion about allowing parents to choose menu options in advance for younger children was inconclusive.
- **Groundsperson post** Concern was expressed that the job description for the new post groundsperson doesn't include emptying bins, clearing litter or keeping drains and gutters clear, all of which have been identified by the PC as important tasks not currently being covered. Mrs Ayliffe will follow up with the Governors.