

LANGAFEL PARENT COUNCIL MINUTES

DATE, TIME AND LOCATION: FRIDAY 10TH NOVEMBER 2017 AT 2PM IN ROOM 13

ATTENDEES:

SCHOOL REPRESENTATIVES: Mrs Woodbine (HT), Mrs Beard (Office Manager)

PARENT REPRESENTATIVES: Julie Howlett (Chair), Steph Fuller (KS1), Laura Granados (UKS2 and Note taking), Nicola Woodley(FS) and Laura Marchant(FS).

APOLOGIES:

Marie Henderson (LKS2), Paul Harrison (Chair of Governors)

AGENDA TOPICS

Welcome, introductions and Review of Minutes

Julie opened the meeting and welcomed new members.

The minutes from the previous meeting were agreed.

Summary of School Improvement Plan priorities

Discussion:

Mrs Woodbine gave details of the School Improvement Plan (SIP) priorities and outlined how the priorities have been generated through the SEF (self-evaluation form), Ofsted and KCC expectations. In particular, she spoke about 'WIGs'; these are Wildly Important Goals, which were described as supporting teachers in identifying the groups of pupils needing more help. One example given was the attainment of boys (as this tends to lag behind girls' attainment.)

Mrs Woodbine outlined how each Governor has a responsibility for looking at a particular part of the SIP.

It was reaffirmed that Attendance was part of the SIP this year. Current attendance (as of 10/11/17) was 96.4%, so targets are being met at the moment, with the older KS2 years are generally stronger in terms of attendance at the moment.

It was stated that parents receive an update on their child's attendance each term, as this detail should now be on the Rainbow Tracker. Some information about class attendance has also been shared a couple of times on the Newsletters.

Outcomes:

Council suggested that the KCC information leaflet about attendance which equates to the number of school days lost to the percentage figures of attendance could be sent out (as it often is this time of year.) Mrs Woodbine responded that she will find it and send it out soon.

Feedback on changes to Behaviour Policy after survey**Discussion:**

Mrs Woodbine said that the policy has been updated and will be going to the next Governing Body meeting for ratification (20/11). The school is now putting 'Praise and Rewards' at the top of the policy document, and listing all the different types of reward scheme and the differences between different phases in the school. The consequences of bad behaviours are also detailed, along with the links to the Anti-bullying policy, charters and values. The end of the policy contains forms and logs for behaviour monitoring and tracking.

Outcomes:

Once ratified, the school intends to send a document out to parents which summarises the main changes and also a brief version of the policy. The whole policy will be published on the school website as well.

Communication Survey**Discussion:**

Communication with parents was an issue (along with consistency) that came through strongly in the Behaviour Policy review in the summer term. Julie submitted a draft in June for a communication survey, to enable the school to fully understand its strengths and areas for development in terms of communication with parents.

Mrs Woodbine has now reviewed the draft survey and would like to thin down the questions asked, unpacking and spreading some of the sections out, so that responses from parents would be clear. An example of one of Mrs Woodbine's key questions would be 'How much notice do parents need for different things like paying for school trips and Class Assemblies that they are invited to?'

Outcomes:

Once the Communication survey is carried out and the results collated, Mrs Woodbine said that the intention was to create a 'Communications Charter'.

The plan was for a Communication Survey to take place before Christmas, although there was an acknowledgement of the pressures of the term leading up to Christmas.

The school website was discussed and Mrs Woodbine confirmed that Mr Taylor and Miss Welsh still needed to update the website with various documents.

How parents are informed of progress

Discussion:

A Rainbow Tracker was issued (Y1-Y6) on the last day of Term 1 to update parents on their child's progress since starting the new academic year. Y1 parents had not seen this before and were very confused and concerned regarding their child's arrow being in red – not understanding it. Julie raised this confusion in the meeting and thanked Mrs Woodbine for the retrospective guidance and apology issued upon return to school after the holiday.

Julie went on to explain that as parents, the PC feel the tracker is not helpful; honest feedback was given, summarizing that it is oversimplified to the extent that it actually doesn't give any useful guidance or information to parents.

There was a brief discussion about when and why the Rainbow Tracker was first introduced in the school, which was at the time of the new curriculum change. Mrs Woodbine advised that it is meant to be a 'snapshot' of a child's progress and that the teachers do a lot of work behind the scenes to arrive at their assessment for the tracker e.g. pupil progress meeting with SLT. She explained that teachers do these each term and a full report at the end of the year.

Julie asked whether school, like most other schools she is aware of, would hold parents' meetings in Term 2 and Term 4, so that meaningful dialogue and two-way discussion could take place between parents and teachers. Mrs Woodbine stated that the school meets the statutory minimum obligation of parents' meetings and only needs to hold one parent evening a year, and described how school has a 'meet the teacher' meeting at the beginning of the year to set expectations with parents.

Julie also shared an example of a format that could accompany parents' meetings – which could be used as a prompt sheet for discussion if you like – bullet points regarding a child's strengths, areas for development and suggestions for how parents can help. PC felt something like this could give more useful information than the tracker, even if only twice a year (rather than the current six times that the rainbow tracker is issued.)

Mrs Woodbine said she understands that parents want to know what is happening at school, but it would be too much pressure for teachers to do this and would severely impact on teachers' work life balance.

Julie mentioned that all other schools she is aware of have two meetings per year for parents to meet with teachers (and an optional third one after the end of year report, if requested) and some produce something like the review document to support the discussion. Julie understood that a change to a

the rainbow system might be unpopular with teachers and also reaffirmed that dialogue and specific suggestions for parents twice a year would help them help their child and therefore benefit everyone. Steph suggested putting something in the Communications Survey to ask the wider parent body to share their thoughts about the Rainbow Tracker, ways forward and parent consultation meetings.

Outcomes:

Mrs Woodbine said the school would look at it, but she didn't think they would change it.

Water provision with the lunchtime meal

Discussion:

Currently, water is provided for children to access after they have finished their meal. Julie had enquired about the reasons behind this with Mrs Woodbine previously, and was told there was an issue with the number of cups and the turnaround time for the kitchen to be able to wash them in time for the next sitting, which Mrs Woodbine would be finding out about.

Julie asked for an update on the situation. Mrs Woodbine said the issue was not cups, but spillages; she told PC about lots of spillages causing accidents when water was allowed at tables historically.

Outcomes:

PC suggested Midday Meals Supervisors could oversee and assist the filling of cups at tables from water jugs. Mrs Woodbine confirmed that a few options would be trialed to allow water at the tables but that this would take some time to sort out.

School photographs

Discussion:

Parent Council representatives had been approached by some parents complaining about the quality of the most recent school photographs by Van Cols. The main issues were the spare space in the contemporary style shot, messy hair, shadows in photos. Mrs Woodbine stated that school did not receive any direct complaints from parents. She was surprised at the messy hair issue, as she explained that she spent much of the day with the photographer herself, supporting the tidying of children's uniform and hair.

Outcomes:

Mrs Woodbine was satisfied with the efforts and hard work of the photographer on this occasion and reiterated that parents should make their complaints known directly to the school in future, rather than let off steam on social media or raise issues via PC.

The meeting closed at 3.10pm with the rest of the agenda postponed until the next meeting, which will take place on 19th January 2018.