

Minutes of Parent / Carer Reps Meeting, 12th October 2017

Attended by: Simon Shand, Deputy Headteacher for Teaching and Learning
Anna Coleman, Deputy Headteacher for Inclusion
Caroline Service, Parent Rep Nursery
Effat Chowdhury, Parent Rep Nursery
Segolen Goodbourn, Parent Rep Reception
Rim Ahmadieh, Parent Rep Year 1
Valeska Pack, Substitute Rep Year 1
Amanda Jennings, Parent Rep Year 2
Diana Rakhimova, Parent Rep Year 2
Kirrillie Harvey, Parent Rep Year 5
Simeon Gill, Parent Rep Year 6

1. Apologies for Absence: Gary Murrell, Executive Headteacher
Katarzyna Skrzypczynska, Parent Rep Year 1
Tara Gipp, Parent Rep Year 1
Catherine Taylor, Parent Rep Year 3

2. Welcome and Overview

3. Agreed Protocols (See below)

4. Minutes of the previous meeting 06.07.17

5. Matters arising from last meeting

- Packed Lunches - Mrs Coleman and Mr Shand have met with the lunchtime supervisors to ensure they check that children have come to the dining hall to eat their lunch.
- Gate next to the Car Park - A concern had been raised about the gate at the back of the car park being left unlocked and that children could get out through this. Mrs Coleman said she had investigated this and that the caretaker had been asked to ensure this was kept locked.
- Painting in Year R - Concern had expressed that children in Reception do not get enough experience of painting. Mr Shand said that he had checked this and that the children were getting plenty of opportunities to paint.

6. School Report

- Parents' Meetings to Launch the School Year - Thank you
- Year 6 Trip to Hindleap Warren Activities Centre
- Staffing Update
- PTA Events - Sponsored Cycle Ride, Spooky Disco
- Harvest Festival – Thank you

- Macmillan Coffee morning
- Beat the Street
- Parent Workshop: Oral Health and Healthy Eating
- Anti-bullying week in November

7. General Issues, Concerns, Ideas and/or Suggestions

- Parents made positive comments about the new Homework Books and Spelling Journals
- Parent Workshops - A parent asked if there could be a parent workshop on supporting children with their behaviour at home, e.g. on sleeping patterns, tantrums. Mrs Coleman said she would look into this. A request was made as to whether, at the next E-Safety workshop, parents could bring their laptops and be shown what to do. Also perhaps there could be a follow-up discussion with the PTA.
- A discussion was held about how to support parents whose first language was not English, in developing their confidence in speaking English. It was agreed that a PTA coffee *evening* may be more convenient for parents who work and an opportunity for conversation.
- A request was made for a Homework Workshop, especially for Maths. Mr Shand said he would plan another session for parents.
- Parents commented on how the grounds were not looking well attended. Segolen offered suggestions on starting a Gardening Club and explained how another school runs one with '14 sets of gardening gloves'. She said the RHS website would offer advice and she would send some links to the school. Another suggestion was made about using the Wetlands Centre.
- There was discussion about the playground, especially at lunchtime. Mr Shand said the wall ball was being underused and lower compression tennis balls could be ordered or requested from parents on the newsletter. Mr Shand also agreed that it was important to check the youngest children knew about all the available equipment in the playground.
- A question was asked about parents who are training in education being offered placements at Cavendish. Mrs Coleman said this had already happened and that Cavendish is happy to accommodate parents. Mrs Coleman also said Cavendish is very keen to have volunteer parents. Kharrilii said she would be willing to volunteer.
- A discussion was held about possible additional clubs, e.g. tennis, yoga.

8. AOB

Next Meeting Date: TBC

Minutes written by Anna Coleman, Deputy Head for Inclusion

Cavendish Primary School

Class Reps - Agreed Protocols and Procedures 2017-18

Members agree to:

- Attend meetings regularly and arrive promptly
- Turn any mobile phones off or to silent mode
- Treat other members with courtesy and respect
- Engage in open, honest and constructive dialogue
- Help to create an environment in which all ideas, views, opinions, suggestions and challenges are valued and considered
- Maintain a focus on agreed agenda items
- Ensure any issues related to specific individuals are raised as confidential items with the Head/Deputy and/or class teacher and addressed outside the meeting
- Recognise and support the concept of collective responsibility
- Respect confidentiality
- Carry out any agreed actions within given timescales

