Rooted in the community to grow and flourish

Parent Council Minutes

Date	**18.9.23**
Attendees	**EG, NF, MB, KJ**
Apologies	**-**

Agenda	Minutes	Actions
1.Welcome and thank you	EG thanked everyone for giving up their time to attend the meeting. We reviewed the Terms of Reference and made a few amendments for the new academic year: - Aim to meet half termly - Aim to have representatives from each year group or class	EG to updated terms of reference and publish on the school website
2. Parent and Carer Engagement sessions	<u>Welcome Meetings</u> Each class has already held a Welcome to Parents/Carers session this term - Positives: informative, good opportunity to meet teachers, info was sent out to all even if you couldn't attend - Areas for further consideration: There was one meeting every day for the whole week so parents of more than one child might have found it difficult to attend all the sessions Suggestions for next year: Host one afternoon where all parents/carers across KS1 and KS2 are invited into school hall for a general school presentation to share main information. Each classroom to then be 'open' for the last part of the afternoon so parents/carers can drop into class and speak to the teacher if they would like to. <u>Parent Teacher Consultations</u> These are scheduled for October and March, and they provide really useful opportunities for communication regarding a child's progress and next steps. The Council reported that they enjoyed having the opportunity to look at books though this sometimes felt rushed as you might be doing it at the same time as speaking to your child's class teacher. Suggestions: Parents/carers could be invited to attend 10 mins early before their consultation time as this would mean a staff member could pass them their child's books to look through.	

	<u>Informal Opportunities to see Children's Books</u> We discussed the fact that parents/carers would like the opportunity to look through their child's books at intervals during the school year. This enables parents/carers to feel informed about a child's progress and also gain further insight into what their child is learning about. In addition, lots of children enjoy sharing the work of which they are most proud. Suggestions: Towards end of each term, parents/carers could be offered the opportunity to book a slot for an informal book look. The parents/carers could then be in the classroom with their child and the class teacher (possibly some other parents too) whilst most children are in the hall attending collective worship. This will give time for parents/carers to spend 1:1 time with a child and look through books informally. <u>Further Workshop Opportunities</u> EG shared that staff would also like to run workshops for writing and also for maths but we don't want parents/carers to feel overwhelmed. Suggestions: Writing is an improvement priority for this academic year so we agreed it would be useful to host this workshop during the autumn term. Maths could be held in the spring term as this would mean we have had a focus for each half term (aut 1 = reading, aut 2 = writing, spr 1 = maths) An afternoon works well for workshops as parents/carers can ask to finish work slightly earlier in order to attend and also children can go straight home with parents/carers afterwards.	
Suggestions for topics for future meetings	<u>School trips</u> <u>Sports Day arrangements</u> The school has previously hosted KS2 sports day at the village field to enable a wider variety of athletic events to take place. Current arrangements: - Strengths: Parents/carers only have to take one day off work as we have ensured KS1 and KS2 pupils compete at the same time. - Potential drawbacks: less time for competitive events for older pupils The Council agreed it would be good to explore this further later on in the year when planning is taking place. We also agreed it might be worth considering hosting Sports Day in April/May time instead of the end of the summer term. Council members also said they enjoyed the King's Coronation shared picnic and thought a family picnic could	

	be incorporated into a sports day event to enhance the celebrations.	
AOB		
Timing of end of year annual reports	We discussed the fact that annual reports usually get sent home to parents/carers one week before the end of the school term. Parents/carers are then invited to contact the school office if they have any questions/queries they want to discuss, and a meeting can then be set up. It was felt that one week does not give much time for parents/carers to raise any queries they have. EG shared that some end of key stage data is not released to school staff until late in the term and this can impact when the reports are sent out.	EG to explore whether it is logistically possible to send out annual reports slightly earlier in July.

Next meeting date: 27th November 2023 at 2.15pm (face to face in the school)

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