



Parent Council Minutes

Date of Meeting: Friday 12th July 2024

Clerk: Liz Johnson

Attendance

Name	Class	Present/Apologies
Amos Amiegbe	Hedgehog	Present
Anne-Marie Maguire	Butterflies	Present
Heidi Williams	Frog	Apologies
Helen Evans	Ladybird	Apologies
Holly Rigby	Owl	Present
Jennifer Gilmore	Ladybird Woodpecker	Apologies
Liz Johnson	FLO	Present
Paul Miller	Fox	Present
Rachel Fallon	Deer	Apologies
Robert Addison	Badger Fox	Present
Samantha Dixon	Caterpillar	Apologies
Sarah Field	Hedgehog	Present
Shirley-Anne Gilmore	Rabbit	Apologies
Sinead Whelan	Owl	Apologies
Sally Judge	Head Teacher	Present for 2 nd part of meeting

Issues discussed;

1. Matters Arising

- Communication to be discussed as part of the main item.

2. Main Discussion Item – Parent Involvement Strategy

(Please refer to Parent Involvement Strategy alongside these minutes)

Continuing our work around the Delamere Parent Offer we considered the existing, but old, parent involvement Policy.

Overview – all agreed

Objectives

All Objectives agreed as relevant and to stay bar number 6 and 7.

It was felt 6 needed to be clearer by what was meant by 'promote the schools' policies. Does it refer to the values of the school or to be aware of the policies?

It was felt number 7 was a repeat of number 3.

Strategy.

1. Agreed. Demonstrated in things like coming in to class for subject days. LJ to check this was related to all classes.
2. Agree but change Their to Parent/Carer
3. As this related to communication a full conversation was had that included SJ. The main points raised are stated in the last minutes plus:
 - It can be helpful to know if a child has had a sleep in the day as effects evening routine.
 - Parents not aware that child was sat on the toilet whilst having their nappy changed, would have done it at home if they did.
 - For parents that pick up, not always suitable to have the conversation in front of the child plus the person who brings them out might not have been with them all day.

SJ response

- We used to have home/school books and it was found they were not secure as they would get lost and they needed to be written during the school day which meant less quality provision for the children.
- Each parent has the direct email address for the teacher, giving a direct line of communication.
- Recognition that not all parents are confident on email and so each teacher needs to learn their families' methods of communication.
- Need to balance level of communication against teacher workload

- Thankful the conversation has been brought up and it has shown an inconsistency.
- Discussed with teachers. Agreed the communication needs to be consistent, personal and meaningful.
- Class Dojo – SJ researched and considered this but it is an increase on staff workload e.g., to add photos as well as pressure for parents to pay for the in-app purchases.
- Our social media presence is very strong and regularly has photos of the children and the work they do.
- Teachers have been encouraged to move away from generic emails, class information is in newsletters and on the website. Emails should be personal to each child and meaningful.
- From September, social media will continue to be strong, Early Years and new pupils will have 2 communications a week for the first ½ term and this will be reviewed at October half term. Main body of the school will receive one communication a week (usually email but this would be bespoke to each parent). This does not include handover for those parents who pick up.
- The type of communication will be shaped by the teacher and the parent to ensure it is meaningful.
- Any illnesses and incidents would be communicated as and when they arise.
- Daily reporting – this happens in a small number of cases where there has been a specific issue, it is usually agreed through a meeting with families and is short term with regular reviews.
- Alternatives to daily reporting should be considered for example has your child slept, could be resolved through class informing the parent if they have, rather than reporting each day if they haven't.
- SJ is open to reviewing the above proposals in 6 months.

Policy cont.....

General – wording needs to be consisted, at times, child, at times, learners.

3. Your Views

There had been confusion over the letters informing of change of classes next year. These come out every year to inform of your child's class for the following September. The classes, including pupils and staff, are reviewed each year to ensure the optimum learning environment for each child.

4. Any Other Business

Transition meeting for new pupils' families – this is Monday at 2pm if anyone is able to come along.

Next year – thank you to you all for your contribution to the Parent Council this year, especially those with children in year 6 who are now moving on and those who have decided to step down.

Decisions and recommendations made:

- See minutes for communication agreements
- LJ to re write Parent Involvement policy to reflect discussions.

Date of next meeting: dates to be set and sent out.