

DATE: 21.11.2016

VENUE: Davenham Cricket Club

PARENT COUNCIL

DAVENHAM C of E PRIMARY SCHOOL

REPORTING PERIOD 2016-17				
Present	Name	Membership category	Child's Year	Membership Commenced
	Karen Entwistle	Parent	Reception	October 2016
	Louise Whitehead VICE CHAIR	Parent	Mr Jackson	October 2016
	Lisa Nash SECRETARY	Parent	Miss Phillips	October 2016
	Lindsay Walton-Hardy CHAIR	Parent	Mrs Manfredi	October 2016
	Michael McCullagh	Parent	Mr Atherton	October 2016
	Jacqueline Turpin	Parent	Mr Atherton	October 2016
	Jason Roof	Parent	Mrs Jones	October 2016
	Suzanne Wilson	Parent	Miss Sutton	October 2016
	Mrs Hyslop	Headteacher	N/A	October 2016

PART 1

Minute Taker:	
Lisa Nash	
Discussion and Action Points	Status/Owner
Apologies Mr Atherton, Joanne Munroe, Mary Rogers	
Actions Points from the previous meeting	
Matters raised in the meeting:	
<p>1. School Defibrillators</p> <p>It was suggested that the school should have a defibrillator on site. Concerns were raised over the responsibility of using this correctly by staff and the training required but that overall it was a good idea. A discussion took place about various funding and training options.</p> <p>Action Jacqueline Turpin to investigate grants and training options.</p> <p>Update Nov 2016 A number of different prices and options from organisations were discussed including using Hands on Heart and the ambulance service.</p> <p>Action Lindsay Walton-Hardy to further investigate options through her work at a charity.</p>	<p>Open</p> <p>Mrs Turpin Nov 2016</p> <p>Mrs Walton-Hardy Jan 2017</p>

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<p>2. Pupil Hydration</p> <p>Concerns were raised that some children are not having enough to drink during the school day and that this was a particular concern if they were also attending an after school club or having PE and hadn't had much to drink all day.</p> <p>Action</p> <p>Mrs Hyslop to speak to staff to remind children to have a drink and particularly before clubs and after PE.</p> <p>Update on action Nov 2016</p> <p>Mrs Hyslop has spoken to staff about this and this has improved. No further action needed for now.</p>	<p>Open</p> <p>Mrs Hyslop Oct 2016</p> <p>Closed</p>
<p>3. Equality</p> <p>Concern was raised over some organised activities for boys and girls where boys and girls are occasionally encouraged to adopt more stereotype 'girl' 'boy' roles. This led on to a discussion about football minuted in AOB. Mrs Hyslop was keen to stress that all children are treated equally and fairly and that she was not aware of this happening in school.</p> <p>Action</p> <p>Mrs Hyslop would speak to staff.</p> <p>Update on action Nov 2016</p> <p>Mrs Hyslop has spoken to staff about this. No further action needed for now.</p>	<p>Open</p> <p>Mrs Hyslop Oct 2016</p> <p>Closed</p>
<p>4. Maths Homework</p> <p>A request was made for a summary of maths work given to children to be available to parents so they could help children with their homework. Mrs Hyslop reminded the council that a curriculum support maths document is already on the website for each key stage for parents to look at but that any parents with individual maths concerns should come to speak to their maths teacher.</p> <p>Action</p> <p>Mrs Hyslop to remind parents about this in the school newsletter.</p> <p>Update on action Nov 2016</p> <p>Mrs Hyslop has put information about this in the newsletter. No further action needed for now.</p>	<p>Open</p> <p>Mrs Hyslop Oct 2016</p> <p>Closed</p>
<p>5. Afterschool activities</p> <p>A concern was raised about the balance between free and paid for after school activities and whether there were enough free activities after school. A discussion took place and Mrs Hyslop outlined that there are more free after school activities than paid for ones and that the number of clubs generally has increased in recent years, particularly for the older children.</p> <p>A discussion then took place about the types of activities that could be offered. Mrs Hyslop explained that all clubs require a trained professional to run a club which is why they tend to use outside agencies which then have to be paid for. Staff can only do so much and funding is limited.</p>	<p>Open</p>

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<p>A plea for a homework club was made as the school does not currently run one and it was felt this was badly needed.</p> <p>Action Mrs Hyslop to talk to staff to see if any other groups might go ahead particularly a homework club.</p> <p>Update on action Nov 2016 Mrs Hyslop has spoken to staff about clubs. Mr Jackson has now started a boys' reading club. More clubs to follow after Christmas. The homework club has started after requests from parents but, as of yet, no one has attended.</p> <p>Action Mrs Hyslop to remind children in assembly about homework club and put a reminder in the newsletter for parents.</p>	<p>Mrs Hyslop Oct 2016</p> <p>Mrs Hyslop Jan 2017</p>
<p>6. Sports/Fitness in school</p> <p>A request was made for more inter-schools competitions. A discussion took place and it was highlighted that football, netball and tennis already occur and that there doesn't seem to be a demand for other activities. Sportsweek was also a great success. A discussion took place and a request was made to ensure that all children get a chance to participate in an activity during sportsweek as some were left out and were upset about this.</p> <p>Action Mrs Hyslop to speak to Mr Leeman.</p> <p>Update on action Nov 2016 Not discussed at the meeting</p> <p>Action To be discussed at next meeting</p>	<p>Open</p> <p>Mrs Hyslop/Mr Leeman Oct 2016</p> <p>Mrs Hyslop/Mr Leeman Jan 2017</p>
<p>7. AOB</p> <p>1. Football</p> <p>During the discussion about equality the issue of football was raised. On the one hand it was felt that boys generally 'rule the roost' on the playground when it is freely allowed and Mrs Hyslop explained that there are health and safety risks associated with footballs being kicked around the playground particularly with the younger ones playing close by and as the playground is now smaller, there isn't enough room for everyone to play freely and safely and play football all the time as well.</p> <p>A discussion took place and it was felt by some parents that their children, particularly boys, had felt that football had been 'banned' and were very unhappy about this. Mrs Hyslop explained that it had not been banned and that they could play on the field. Concerns were raised about the frequency with which the field is out of bounds due to adverse weather conditions. Further concerns were raised about limiting the free play of children, particularly boys and the repercussions of this when back in the classroom. A request was made to find a compromise solution. A request was also made to investigate the possibility of an all-weather pitch or area so that the field could be used more</p>	<p>Open</p>

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frequently and effectively. Discussions took place about the viability, cost and funding of this. A request was also made to look into other activities which could use less space but keep everyone busy and happy.

Action

Mrs Hyslop to speak to staff about a compromise solution to allow some football.

Fods members of the council to speak to FODs about fundraising for an all weather area of the field.

Mrs Hyslop/
Fods
members
Oct Fods
meeting

Update on action Nov 2016

Football is now allowed on certain days for allocated year groups and was outlined to children in assembly and to parents in the newsletter.

Closed

Research has concluded an all-weather pitch to be prohibitively expensive.

Closed

2. Robinwood Trip

Some concerns raised over the cost of the trip and having to group years 3 and 4 together. Mrs Hyslop agreed that the trip is expensive and will be sending out a letter to parents about the managing of costs for trips. Mrs Hyslop felt that as the classes were now mixed in years 3 and 4 and are bonding as a mixed year group, they should all go together and it would be too difficult to manage a split class.

Open

Action

Mrs Hyslop to send out letter about strategies to manage school trip costs.

Mrs Hyslop
Oct 2016

Update on action Nov 2016

Parents can pay online for the trip. Parents can use the override function to just pay a deposit if they wish.

Closed

3. Rewards System

All agreed the new idea of a 'Top Table' was a great addition to the rewards system. A request was made for more rewards. A discussion took place and it was felt that the Fruits of the Spirit was enough and that the school runs the risk of having an overly complicated system.

Open

Action

Mrs Hyslop to forward thanks to the canteen

Mrs Hyslop
Oct 2016

Update on action Nov 2016

Mrs Hyslop has thanked canteen

Closed

4. Come and visit Reception

A request was made for parents of reception children to come and visit reception children maybe when having their lunches. Mrs Hyslop explained that a new initiative to bring reception parents into the school via 'Come and Join us' is being trialled this year to give parents of reception children an opportunity to come into school but that it would be too unsettling and difficult to manage this over lunchtime.

Open

Closed

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<p>5. Problems with Parking</p> <p>Concerns were raised about parking and congestion during pick up times. A suggestion was made about using a stop and drop system which is used effectively in some other schools and could ease congestion.</p> <p>Action</p> <p>Mrs Hyslop to investigate.</p> <p>Update on action Nov 2016</p> <p>A new stop and drop system has been set up and this is working really well. Some confusion still for a few.</p> <p>Action</p> <p>'Drop off Zone' signs to go up</p>	<p>Open</p> <p>Mrs Hyslop Oct 2016</p> <p>Mrs Hyslop Jan 2017</p>
<p>Matters raised in the Nov Meeting:</p> <p>1. KS1 packed lunches for trips and KS2 Christmas lunch days</p> <p>Concerns were raised that, although all infant children should be entitled to a free school lunch regardless of whether they are going on trips or if it is a special occasion, infant children were not being given the option to have a free lunch on all occasions. Mrs Hyslop explained that all infant children are entitled to a free lunch and that an option for this should be on every trip/activity letter sent out. A discussion took place and it was felt that this had not happened on every occasion. Mrs Hyslop also explained that the logistics for providing Christmas lunch for all children is difficult and that whilst they can provide a free cold lunch on this occasion, it would make it easier for the canteen if at this time parents could provide the lunch for those not having a Christmas lunch on that day.</p> <p>Action</p> <p>Mrs Hyslop to remind staff about putting an option for a free lunch on every trip/activity letter sent home to parents.</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>2. Ideas for when children leave Davenham school</p> <p>An idea was put forward to allow children to give back something to the school when they leave by way of thanks to the school. Children in year 6 would purchase a book of their choice and put a personal message in it which would then be given as a gift to the school when they leave. A discussion took place and everyone thought this was a good idea.</p> <p>Action</p> <p>Mrs Hyslop to speak to staff and year 6</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>3. Impact of banding (setting) children for Maths and SPAG</p> <p>Concerns were raised that some children may be upset about being banded for Maths and SPAG. A discussion took place and Mrs Hyslop said that they have tried banding and not banding but that feedback from pupils showed that children feel happier when they are placed in the same ability group and that there is plenty of fluidity for children to move from one band to another. Any concerns from parents can be addressed directly to their Maths' teacher. There</p>	<p>Open</p>

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is no banding for SPAG.	Closed
<p>4. Feedback forum for school lunches</p> <p>There were some concerns raised about the quality/choice of school lunches. A discussion took place and Mrs Hyslop said that since the menus are directed centrally, there is a limit to how much these can be changed. Some improvements have been made eg having a different vegetarian option. A suggestion to have a survey to ascertain concerns/ideas from parents was made.</p> <p>Action Michael McCullagh to collect initial ideas from parents and email Mrs Hyslop. Mrs Hyslop to collate ideas into survey and send out to parents.</p>	<p>Open</p> <p>Mr Mccullagh Mrs Hyslop Jan 2017</p>
<p>5. Parents' feelings about Children in Need day</p> <p>Concerns were raised that Children in Need day was not properly marked and that some parents/children were upset about this. Mrs Hyslop said that it was a difficult decision since it occurred at the same time as the school Christmas fair and that they needed a way to encourage people to bring in a tombola prize for the fair. It had been decided prior to the day that they should have an own clothes day and bring in a tombola prize on the Thursday but that the proceeds for the most recent cake sale would then go to Children in Need. A discussion took place and it was felt that this had been an opportunity missed. It was decided that next year children could wear own clothes for a tombola prize on the Fri (Children in Need day) but they could also wear something promoting Children in Need if they preferred and that a bucket for donations to Children in Need would be placed at the school.</p> <p>Action No action for now. Parked until next year.</p>	<p>Parked Oct 2017</p>
<p>6. Parents' Evening timings</p> <p>Concerns were raised that the new system of having Parents' Evenings on different days was cumbersome for parents and that, given that there is an electronic booking system now, this should be easier for parents to book appropriate slots to avoid the long queues which used to take place. Mrs Hyslop said she had arranged to have Parent's Evenings on different days partly to avoid the problem of teachers becoming overtired from having such long days after a full day at school and that the new system enables staff to hold the Parent Evening on their PPA days so that they could have a full day of appointments but also avoid the late night. Mrs Hyslop also felt that the new system gives parents much more flexibility to make appointments during the day if they wish so that they could avoid the rush and also come whilst their children are in school. She also felt that the electronic system would not counteract the queues and that traffic congestion and waiting times would be worse if they were held on one night. A discussion took place and a request was made to have books home prior to the appointment. This may help to cut waiting times further by enabling parents to read/focus on points for discussion.</p> <p>Action Mrs Hyslop to speak to staff to arrange books to be sent home prior to next Parents' Evenings</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>7. Guided Reading session notification</p> <p>Concerns were raised that not enough notice was given by text/newsletter</p>	<p>Open</p>

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about some of the guided reading sessions. Mrs Hyslop said that parents were informed on a number of occasions via emails of calender dates, newsletters and texts and that all parents were given plenty of notice.	Closed
8. AOB	
i Spider App A suggestion that this should be promoted more as it is really useful but that many parents were still not aware of it or how to use it. Action Mrs Hyslop to explain to parents via newsletter.	Open Mrs Hyslop Jan 2017
ii Problems with text messaging Concerns that text messages still don't always specify which year group/class/key stage despite previous concerns raised. Action Mrs Hyslop to remind staff again.	Open Mrs Hyslop Jan 2017
iii Not being able to read the school website from phones Concerns that the colour on the website does not translate well to phones and makes much of it illegible and therefore unusable. Action Mrs Hyslop to ring web agency	Open Mrs Hyslop Jan 2017
iv Parents' Meetings always being on a Tuesday Concerns were raised that meetings tended to be on the same day every week making it difficult for parents who work late on these days. Action Mrs Hyslop to look into this and see if these could be varied more.	Open Mrs Hyslop Jan 2017
v Harvest Festival not being held in church Concerns were raised that Harvest Festival had been replaced by Diwali and that it was no longer held at church. Mrs Hyslop said that Harvest Festival had not been replaced and that it was celebrated in school but that celebrating other faiths had been a development point for the school and so a Diwali day had been arranged. All staff had felt that it had been a wonderful day for the children and that they would really like to do this again next year. Concerns were raised that this should not replace Harvest and that parents would like to attend a Harvest church service. Mrs Hyslop said that there are plenty of opportunities to come to church coming up but that they would think about this for next year.	Open Parked Sept 2017
vi Need for a worry Box in each class Concerns that some children need a worry box to reassure them but that not every class seemed to have one. Action Mrs Hyslop to remind staff that every class should have one.	Open Mrs Hyslop Jan 2017
vii Friendship bench A suggestion was made for a friendship bench to help foster friendships. Mrs Hyslop said that they had had one in the past but that no one sat on it. Action Mrs Hyslop to consult with staff	Open Mrs Hyslop Jan 2017

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<p>viii Too much communication A concern was raised that there is now an overload of notifications from school particularly via emails and that communication may be being hindered as there is too much to read. Mrs Hyslop said that in the past parents had raised concerns that there has been too little information/communication and that the school has worked hard to counteract this but that she would look into this. Concerns were also raised that parents are still receiving communications for different key stages/year groups/classes and that this was confusing and unnecessary.</p> <p>Action Mrs Hyslop to have a look at communication and remind staff to refine notifications.</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>ix Confusion about start and finish dates for clubs Concerns were raised that it isn't always communicated clearly when a club starts and finishes its' course.</p> <p>Action Mrs Hyslop to remind staff to clearly outline the commence and finish dates for all courses and to give reminders to parents the week before the last session.</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>X Notification of points for next Parent Council meeting A reminder was made that all points for the next agenda should be submitted to the secretary no later than the Wednesday prior to the meeting. It was also requested that reminders to parents come on the newsletter two Fridays before the meeting to give enough time for points to come through via parent representatives.</p> <p>Action Mrs Hyslop to action via appropriate newsletter.</p>	<p>Open</p> <p>Mrs Hyslop Jan 2017</p>
<p>Meeting Times The next meeting is on Monday 16 Jan at 7.15pm – 8pm taking place at the CRICKET CLUB.</p>	