

ST MARY AND ST JOHN CE PRIMARY SCHOOL PARENT-TEACHER ASSOCIATION

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Minutes of the Parent-Teacher Association Meeting Monday 14th January 2019, 7.30pm

Location: St Mary and St John Primary School, Meadow Lane

Staff/Committee/Governor/Attendees: Ant Lacombe (Chair), Kelly Jones (Treasurer), Emma Woo (PTA Secretary) Becky Woodard, Rachel Buchanan (Committee Members) Sarah Franklin (Governor) Liz Burton (Headteacher), Jane Godby (Lower School Lead) Beth Gibson (Inclusion Coordinator) Olivier Cunrath, Tom Dawson, Camille Ip (Member of Larkrise School PTA Committee).

Welcome and Apologies

The meeting was chaired by Kelly Jones

Apologies for absence had been received from Eva Sommer (Committee Member), Mhairi Cavers, Julia Tilford

ACTIONS FROM PREVIOUS MINUTES

ACTIONS CLOSED AT THIS MEETING:

Helpers were needed for the Winter Fair – **Closed**

Posters and emails to go out about Winter Fair – **Closed**

Following discussion at the last meeting about Years 5 and 6 Football teams, **Liz Burton** spoke to the coach to ensure that the process of choosing who plays in the team is fair and gives each child an opportunity to try out. Because the current system didn't start until the **second** half term of the academic year, the current team will continue to play until February half term, after which a new team will be chosen. Next academic year the team will change after every long term. In this way, each child will have several chances to try out for the team - **Closed**

ONGOING ACTIONS FROM EARLIER MEETINGS:

Action: Jo Acty to continue investigating the cost and production of signs for cyclists/pedestrians along Meadow Lane.

Action: Liz Burton to inform parents if she finds out about any changes to the status of free parking in the Meadow Lane car park.

Action: The new school website is almost ready. It should be up and fully functioning by half term. Office staff are to receive training in how to update the site. **Liz Burton** to keep parents updated on progress and ensure that the calendar is working on the site.

Action: The possibility of Plus Clubs offering an additional week during longer terms was raised in an earlier meeting. **Liz Burton** to raise the issue with course providers ahead of the next 8 week term.

Action: Some parents have proposed organising a school disco. **Kelly Jones** and **Julia Tilford** to propose a date. The school has requested a date in May, following SATS.

ACTIVITIES AND FUNDRAISING

Wooden Wheel Car Racing – This event was a success last year and will be repeated on 9th March

Quiz and Curry Evening – This is due to happen on 22nd March but, due to dwindling interest over the last 2 years, the meeting decided to investigate other options, such as a Ceilidh.

Action: Committee members to ask parents what event they would like to come to and make a decision.

Spring Clean Sunday – This is scheduled for 17th March. It was noted that the willow domes need attention but this should happen at a different time so as to allow Spring Clean Sunday to focus on other areas that need maintenance. **Action – Julia Tilford** to discuss with her contact when it would be best to do willow dome maintenance.

The **Winter Fair** raised over £6,000. The outside refreshment stalls worked well and the committee has received some positive comments about the general organisation and atmosphere of the event.

UPDATE FROM HEADTEACHER AND GOVERNORS

UPDATE FROM HEADTEACHER

Liz noted that the popular 'post-it note' exercise, whereby the Governors gather the opinions and thoughts of parents and children, would take place at the March Parent/Teacher consultations.

Liz and **Grahame Godby** recently met with Diocesan officials to discuss the proposed refurbishment to of the school. The staff room and Food Technology room will both undergo refurbishment. In addition, the Plus Base will be extended and an external door will be added. Library building is due to begin in June and continue throughout the Summer break. The PTA is preparing to use funds to enhance the library.

The school is currently offering a Friday morning parenting class. Staff members have undergone training from Family Links in order to provide this. There are 10 spaces available and so far only 5 have signed up.

UPDATE FROM GOVERNORS

On behalf of the Governors, **Sarah Franklin** reported that they are currently consulting on the admissions policy for 2020/21.

The school has received all the money from the sale of the Hertford St site. This has mostly been allocated against prior or planned future building work. The bridging loan provided by the council has been repaid. When KS1 was moved to the Meadow Lane site certain conditions were agreed. Accommodation for KS1 would be as good or better than they had enjoyed at Hertford St. In addition, improvements would be made to KS2 accommodation.

OPEN FORUM

FOOD WASTE RECYCLING

The committee received an email from a parent concerned that her son felt he had been encouraged to have food on his plate during school lunches that he knew he didn't want and that this was contributing to excessive food waste. Liz reassured the meeting that all food waste from school lunches is recycled. It is school policy to encourage children to think carefully about food they like and children are never forced to eat something they don't want to. However, Jane Godby reported that sometimes children in KS1 need to be encouraged to eat and not waste food that they have helped themselves to and need to eat.

BIKES IN THE PLAYGROUND

Darren Jones has reported seeing parents riding bikes on school property and small children being left in bike seats whilst parents go into school to collect older siblings. There has been at least **one report of a child left in a bike seat and the bike falling over.**

Action: **Liz Burton** to out a note about this in the newsletter.

NEW SECURITY DOOR SYSTEM

A parent present at the meeting reported that when his wife arrived to pick up their son from Plus Club she had difficulty getting out of the school by her usual route.

Liz replied to this comment by explaining that the old system was not safe as children could easily get out or use the door buttons to allow adults they didn't know into the school. The new system uses swipe cards to ensure that only members of staff can open the doors. Fire escapes are always unlocked and parents are encouraged to use these to get out of the buildings. In the case of fire, all doors unlock automatically.

Action: **Liz Burton** to put out an explanatory letter to all parents.

YEAR 6 TRANSITION TO SECONDARY

Becky Woodard asked if staff felt that any more could be done to ease the transition between Year 6 and 7, particularly in the area of self-regulation regarding homework. **Beth Gibson** reported that last year the Year 6 cohort took part in the Young Enterprise £5 Challenge. They were each loaned £5 by the school and had the chance to use that money to run a profitable stall at the school Summer Party. Between them they made £258 which they decided to put towards resources for the new library.

Action: **Liz Burton** to talk with staff about ways the school could further support Year 6 in this transition.

LINKS WITH LARKRISE PTA

Camille Ip joined us on behalf of the Larkrise PTA in order to observe our meeting and report back, but also so that we could share fundraising and other ideas. She kindly reported on some events that Larkrise have found to be successful including an International Evening, Family Ceilidh, Movie night, World Book Day Disco, Sponsored Well Walk, Scavenger Hunt, Tea towel printing and Summer Fair with Barbeque. Larkrise PTA are also investigating setting up a parent-led grant writing team.

We look forward to a mutually helpful relationship with Larkrise PTA

DATE OF NEXT MEETING

The next PTA meeting will be held on Monday 4th March 2019 in the KS1 Hall.

Please see below and/or speak to a committee member if you would like to consider joining the committee. Named roles have specific duties while other members contribute according to their interests and availability.

All Welcome.

GENERAL PTA INFORMATION

The PTA Committee welcomes comments and suggestions. Please contact any of us via the school offices, by email (maryandjohnpta@gmail.com) or in the playground.

2017/2018 Committee members: Anthony Larcombe (Deputy Chair), Emma Woo (Secretary), Kelly Jones (Treasurer), Robert Green, Richard Heap, Grace Lane, Eva Sommer, Rachel Buchanan, Rebecca Woodard.

Anyone interested in joining the committee is invited to make themselves known to a current committee member. Elections are held once a year at the AGM, but committee members may be co-opted throughout the year. (The PTA committee usually meets a couple of times a year, in addition to the regular PTA meetings, held on the second Monday of each term)