

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

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Minutes of the Parent-Teacher Association Meeting Monday 4th March 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), Rachel Buchanan, Eva Sommer (Committee Members), Jenny Worroll (Governor), Liz Burton (Headteacher), Sarah Blackwell (Upper School Lead), Juliet Addenbrooke, Julia Tilford.

Welcome and Apologies

The meeting was chaired by Kelly Jones

ACTIONS FROM PREVIOUS MINUTES

ACTIONS CLOSED AT THIS MEETING:

The school have been looking into updating the signage on Meadow Lane to inform other users of the footpath that there are children using it as a route to school. **Jo Acty** was looking into creative ways to include the children in this process. However, as there are now signs present by the school gate, the meeting decided to close this action – **Closed**

There was a question as to whether or not the newly surfaced car park on Meadow Lane would remain free of charge. It seems that this will be the case – **Closed**

The new school website is now up and running. The calendar is operational and there is an IT technician providing staff with weekly support in keeping it updated – **Closed**

Liz Burton has been investigating the possibility of Plus Clubs being made available for all weeks during the longer terms. The meeting decided that this item should be closed for now but revisited in the autumn when there will be a longer term – **Closed**

Liz Burton and **Sarah Blackwell** have talked with Year 6 teachers and put some thought into previous discussions about Year 6 preparation for transition into Secondary school, particularly in the area of homework. The teachers are aware that there is a balance to be struck between allowing the children to unwind following SATs and helping them develop the organisation skills necessary to cope with an increase in homework and independent working in Year 7. This year the year will be in the penultimate week of term, giving the children time to complete a

mini project before the end of term, designed to help them think about independent working and preparing for Year 7 - **Closed**

ONGOING ACTIONS FROM EARLIER MEETINGS:

A school disco for year 5 and 6 will be held on 14th June, 6-7pm. **Rachel Buchanan** and **Julia Tilford** will head up the organisation. **Sarah Blackwell** has volunteered to help on the day. In order to ensure the childrens' safety and the smooth running of the event, at least 10 other helpers will be required. **Action: Rachel Buchanan** and **Julia Tilford** to find helpers and arrange logistics.

Willow dome update: **Julia Tilford** organised a group to collect willow from the Hertford Street site and spent a whole day working on the dome at Meadow Lane. It had deteriorated markedly over the last year. It costs a significant amount to have it maintained and the school covers the bill for the work. It has been suggested that the children need reminding that the dome is not a climbing frame and shouldn't be climbed on or pulled apart. **Liz Burton** has spoken to the children in assembly about caring for it better in the future. In addition, the dome in the KS1 area is not thriving **Action: KS1 dome should be removed.**

ACTIVITIES AND FUNDRAISING

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

Ceilidh – the event is organised and ready to go. Parents need reminder to buy tickets.

International Evening – It has been proposed by the meeting that the annual Summer Party returns to being an International Evening with a focus on cultural appreciation and sharing through food and music. **Action: ParentMail** to go out at the beginning of next term to request suggestions for bands

UPDATE FROM HEADTEACHER AND GOVERNORS

UPDATE FROM HEADTEACHER

Liz confirmed that **Jacqui Pinches** has taken over the role of PE Co-ordinator and TA **Dominic Banham** will be heading up the school's football programme and is keen to help with PE in the school generally.

Refurbishment of several areas of the school has been underway over the half term break. KS2 classrooms now have new sinks and cupboards and a new doorway has been put in between the Year 6 classrooms to help facilitate collaboration between the classes.

The company Bookspace has provided the school with three mock-ups of possible library designs. Liz will pursue at least two more quotes but the process is underway.

Over the summer break the whole courtyard will be resurfaced along with the KS1 outside area.

Liz wanted to thank Grahame Godby for his hard work and support over this period of refurbishment and the PTA for providing funds to pay for the new basketball posts and football goals.

UPDATE FROM GOVERNORS

On behalf of the Governors, **Jenny Worroll** reported that the Governor's current focus for the school is on reading and writing along with mental well-being.

The Governors will undertake their regular 'post-it note' exercise during parent/teacher consultations in March. This is an opportunity for parents and children to express their opinions about our school to the governors.

A vacancy for a new Governor has arisen and parents are invited to apply. If more than one candidate comes forward an election will be held. In this case there would be the opportunity for anyone not wishing to contest an election to discreetly withdraw before the candidate names are published.

OPEN FORUM

AUCTION OF PROMISES

Rachel Buchanan suggested that the PTA could consider holding an auction of promises to raise money for the school. After discussing it at the meeting it was decided that a big event like that could maybe be considered in the future for raising a larger sum for a particular project.

GIFTAID

Our Treasurer, **Kelly Jones**, has applied to HMRC for the school to be able to receive GiftAid on donations. It may be possible to set this up as an option on ParentPay. However, this should be done discreetly so that parents did not feel obliged but those individuals who had asked about making donations could do so easily and the PTA could benefit from GiftAid donations.

COMMUNICATION AND LINKS WITH COMPER

It was noted that ParentMail emails are not going to parents at Comper, which has meant parents missing out on news and opportunities to get involved. **Action:** All emails to be sent to Carol in Comper office so she can inform Comper parents about events.

Last year the PTA held three cake stalls in the KS1 area for Comper parents and children as part of their transition to the site. **Action: Rachel Buchanan** to discuss with **Mhairi Cavers** the possibility of holding similar events this year.

LITTER PICKING

Liz Burton has requested that we organise a litter pick around the perimeter. It will be important to remember that there is a need for care and the correct equipment as there may be sharps and other drug paraphernalia hidden within the regular rubbish. **Action: Ant Larcombe** to approach the neighbouring skate park to ask if they could work with us to clean up the area around our shared fence.

MUSICAL EVENTS

The school had booked a session for pupils with a local beatboxer who unfortunately had to cancel due to personal reasons. This will be re-booked. At the suggestion of a parent, the school will also look into booking a ukulele workshop, perhaps to coincide with the work Year 6 will do on their end of year play. **Action Eva Sommer** to acquire a quote and discuss timing with Year 6 teachers

CLARIFYING THE SCHOOL NAME

Liz Burton asked us to help clarify with parents that the school should be known as St Mary and St John CE Primary School or Mary and John and not as SS Mary and John, due to unfortunate associations this might bring up.

DATE OF NEXT MEETING

The next PTA meeting will be held on Monday 29th April 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.

2018-2019 Committee members: Anthony Larcombe (Chair), Emma Woo (Secretary), Kelly Jones (Treasurer), Clare Nixon, Eva Sommer, Rachel Buchanan, Lisa Baressi, Robert Green, Richard Heap.

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.)