

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

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Minutes of the Parent-Teacher Association Meeting Wednesday 13th November 2019, 7.30pm

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

Staff/Committee/Governor/Attendees: Liz Burton, Jacque Pinches, Ant Larcombe, Rachel Buchanan, Rich Heap, Camille Hallo, Emma Woo, Sarah Franklin, Lara Busby, Rich Heap.

Welcome and Apologies

Apologies were received from Julia Tilford.

The meeting was chaired by Ant Larcombe

ACTIONS FROM PREVIOUS MINUTES

ACTIONS CLOSED AT THIS MEETING:

A sign has been put up to ask parents and children not to cycle in school grounds **Closed**

Year 6 Post-SATs schedule – Liz Burton had fed back to the teachers. The school will endeavour to communicate the schedule more clearly – **Closed**

Sports Day – Staff will take on board feedback from last year and look at improving the way it is run – **Closed**

Netball – Lizzie Clarkson is keen to start a netball club but has struggled to find a time. She will continue to look at how this could be managed – **Closed**

The PTA has a Facebook page which is well maintained but not all parents know about it. The decision was made to advertise it in a header on emails to parents - **Closed**

ONGOING ACTIONS FROM EARLIER MEETINGS:

Movie event – it has been decided that this will be a free event held in February or March, focussed on community-building. If a license is needed the PTA will pay for it. **Action Liz Burton to check if the school already has the appropriate licence.**

Class Reps – The PTA is investigating using a class rep system to help with communication and inclusion in PTA events. **Action Emma Woo to write up a job description.**

ACTIVITIES AND FUNDRAISING

Calendar and Christmas cards – these look great and are selling well. They will continue to be available at tea stalls and PTA events.

Mother's Day afternoon tea – the teas stall on the Friday before Mothering Sunday will be a special event to celebrate mothers and mothering in our school community. **Camille Hallo will organise.**

Cake stall in aid of NSPCC – a cake stall will be held in the Spring term in aid of this charity.

There will be no cake stall on the last day of school before February half term. This is to allow the staff and cleaners to get a head start on cleaning and refreshing the school ready for the following term.

Winter Fair – the rota is up and volunteers are still needed.

PTA spending – Due to new GDPR rules, teachers can no longer use their phones to take pictures of class activities. The PTA spent £1000 to buy 10 cameras for teachers to use instead. The PTA also paid for the coaches to take children and staff to their Christmas pantos and spent £450 to buy an outdoor shelter for the central courtyard.

UPDATE FROM HEADTEACHER AND GOVERNORS

UPDATE FROM HEADTEACHER

In October the school and Governors approved a clear plan for the school which takes in elements including work to be done around maths and developing the school community. It is available on the website. The results of the annual parent questionnaire have come out and are also available on the website.

Every year at a parents evening the Governors undertake an informal information gathering exercise using themes such as, 'school food' or 'Maths'. Parents and children can write their views on Post-it notes so that others can read them and comment. Governors are also available at this time to talk with parents and children whilst they wait for their appointments. This usually happens during the Spring term.

Further refurbishment in the form of painting and electrical work has gone on over the half term break. The boiler room will be converted into storage which will clear the way for more teaching space. The disable toilet will be made into a wet room and sun tubes will be installed in the entrance hall to improve the natural light in that area.

Progress continues on the new library. Books still need to be electronically catalogued and Jo Acty and the after school art club have made some beautiful artwork to go in the library. Many thanks to the PTA for the funds needed to buy new library furniture.

UPDATE FROM THE GOVERNOR'S

Sarak Franklin was present to represent the Governor's

Sarah was pleased to report that the responses from the parent questionnaire were broadly positive. There were some concerns raised over homework. This is an issue which the school has found can be divisive. A letter goes out to all parents in the first term explaining the school's policy but the school realises that not everyone will agree. There were also questions around the school's policy on behaviour. The school uses a restorative approach and there will be a workshop in the spring for parents who wish to learn about this approach. There is also a behaviour working group made up of governors who meet regularly with the senior leadership team to discuss matters of behaviour and policy in the school.

Apologies to those who were hoping to speak with governors at the last parents evening. An email sent out mistakenly said that they would be there. They will be at parents evening in the spring term.

OPEN FORUM

MAGAZINE SUBSCRIPTIONS FOR THE LIBRARY

A parent has suggested that the school could purchase subscriptions of educational magazines for children to use in the library. **Action Liz Burton to investigate**

USE OF TELEVISION/SCREENS IN SCHOOL

Emma Woo reported that in conversation with other parents she had found that across the school some parents were concerned with the amount of time their children were spending using a screen in school time. Liz explained that teachers were using clips or educational programmes to supplement the children's learning. **Action Liz Burton to talk to staff about use of TV**

DONATION FROM WADHAM COLLEGE

A parent suggested that the school approach Wadham College for a donation as there is a precedent for them giving money to schools.

CARS IN SCHOOL

Concerns were raised over the number of cars driving into school during drop off and pick up times. Liz explained that many of those cars are staff arriving for work or parents of children with disabilities who need to drive into school.

BOOKS FOR THE NEW LIBRARY

A parent asked whether or not the school would welcome donations of books for the new library. The school isn't able to accept donations of used books at the moment but it was suggested that the school start an Amazon wishlist for parents to buy from should they wish. **Action Liz Burton to investigate.**

SCHOOL ALLOTMENT

It was suggested that the school look into using some of the outdoor space to establish an allotment for the children to maintain. The school did at one point have a vegetable plot but it was difficult to maintain, particularly over the Summer holiday. It was suggested that the local allotment committee may be able to help.

PARENT VOLUNTEERS

A parent asked about the process for applying as a volunteer to work in the school. All volunteers would need to be DBS checked and go through an application process, including providing two references.

DATE OF NEXT MEETING

The next PTA meeting will be held on Monday 13th January 2020 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, Rachel Buchanan, Lisa Baressi, Camille Hallo, Olivia Thompson.

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.)