

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

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**Minutes of the Parent-Teacher Association Meeting
Monday 13th January 2020, 7.30pm**

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

Staff/Committee/Governor/Attendees: Liz Burton, Emma Crocombe, Beth Gibson, Ant Larcombe, Kelly Jones, Olivia Thompson, Claire Dixon, Camille Hallo, Emma Woo, Sarah Franklin, Emily Kerr, Mhairi Cavers.

Welcome and Apologies

Apologies were received from Rachel Buchanan.

The meeting was chaired by Kelly Jones.

ACTIONS FROM PREVIOUS MINUTES

ACTIONS CLOSED AT THIS MEETING:

The meeting discussed parents donating old copies of educational magazines for the library. Donations are to be brought to Liz in the school office- **Closed**

Use of television in classrooms – **Liz Burton** has addressed this issue with staff – **Closed**

Movie night – We have a licence so can go ahead – **Closed**

Book donations for the library – Once the library is open we will look again at accepting book donations from parents - **Closed**

ONGOING ACTIONS FROM EARLIER MEETINGS:

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

An email about the total raised at the **Winter Fair** will go out this term.

The **Car Racing** event will be held in the main hall on January 25th at 3pm. The wheels are ready to be collected from the office.

A **Mother's Day** cake and gift stall will be held after school on March 20th. This is an opportunity for children to purchase gifts for their mothers, grandmothers or other caregivers whilst supporting the school. **Olivia Thompson, Camille Hallo and Emma Woo** will organise.

A cake stall in support of the NSPCC will be held after spring half term. Date to be confirmed.

The annual **Ceilidh** will be held on 28th February, 7-9pm (**UPDATE: Due to a room clash this event will now be on Friday 20th March 7-9pm in the Main Hall**)

This year's **Spring Clean Sunday** will be on 15th March

UPDATE FROM HEADTEACHER AND GOVERNORS

UPDATE FROM HEADTEACHER

Liz thanked the parents and staff for a brilliant Winter Fair. It was all incredibly well organised and a really lovely community event. In particular, the choir did a great job of providing festive atmosphere.

The refurbishment of the school continues with the library being almost complete. In addition, the boiler room will be converted into a storage room which will in turn mean more teaching space. The disabled toilet is due to be converted into a shower room to better serve the needs of pupils with special needs. The main reception area will have daylight tubes fitted in the roof to provide better lighting in that area.

UPDATE FROM THE GOVERNORS

Sarak Franklin and **Emily Kerr** were present to represent the Governors.

In response to a climate emergency declaration from Oxfordshire County Council, the Governors have looked at possible changes to the school site in order to reduce our environmental impact. In particular we are looking at installing all-weather play areas and sustainable practices, such as encouraging and facilitating using second hand school uniform. In addition, Liz and Sarah met with the catering company that supplies school dinners and negotiated totally meat-free lunches two days a week. In looking at the over-arching vision for the school, the Governors have adjusted their statement to

include environmental concerns. (This statement is available on the school website under 'information' as the 'School Development Plan'). Maths continues to be a priority, with staff undergoing further training to support all children in this area.

OPEN FORUM

DEFIBRILLATOR

The meeting discussed whether or not the school and PTA could fund an accessible defibrillator on the school site. The meeting felt strongly that we should fund this.

Action – Liz Burton to investigate

FIRST AID TRAINING

First Aid training – a parent asked whether the children receive first aid training at all at school. Liz confirmed that year 6 children do defibrillator and CPR training as part of the IMPS programme. They also undertake Junior Citizen training in emergency situations at the fire station. **A parent offered to donate Junior Weekly and Science and Nature magazines to the library. Liz said that they should get in contact with Liz in the school office.**

KS2 INCLUSION IN NATIVITY

Some year 3 children were disappointed to not be more involved in the school Nativity play. In previous years a group has gone to the Covered Market to sing carols but this year that was not possible. There will be an end of year production that Year 3 will be involved in and staff will look into whether or not Year 3 could be included in a small way in this year's Nativity.

CRICKET

Thanks go to Chris Chamier-Williams for supervising daily cricket matches over lunch times. The children have taken it in turns to be Umpire and team captains and are really enjoying the opportunity to play.

SUPPORTING PUPILS WITH SEN

Beth Gibson, the school's SENCo, detailed some ways in which the PTA could support the

school's work with students who have Special Educational Needs. The books that are currently available for students with Dyslexia date from when the school was Isis Middle School and so are very out of date. The PTA agreed to fund some new books. The PTA will also fund the purchase of specially adapted garden tools so that some SEN pupils can help with refurbishing the garden area outside the new library. **Action – Beth Gibson to put together a quote for costs**

Beth was also able to explain the school's approach to using sensory resources. She has a mobile sensory room which can be used by pupils in a flexible way. She also runs a 'calm zone' in the KS1 hall for years 2-6 during Wednesday lunchtimes. This has been very popular with pupils and staff.

DATE OF NEXT MEETING

The next PTA meeting will be held on Wednesday 4th March 2020, 7:30pm 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.

2019-2020 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.)