

**St Wilfrid's CE Primary School
Eastern Road, Haywards Heath
Parent Council
14 November 2017, 2pm**

MINUTES

Present: Year R Vacancy
 Year 1 Beatrice Sandford-Legray
 Year 2 Anna Bartolomei
 Year 3 Clare Pickard (Chair)
 Year 4 Nanette Morris
 Year 5 Vacancy
 Year 6 Vicky Burstow
 Governor - Sue Neatherway
 Interim Headteacher - Penny Kennedy

1. Welcome

2. Matters arising from previous meeting 20 June 2017

ACTIONS:

Parent Council	There have been no volunteers for the Parent Council vacancies. The Parent Council members will speak to parents directly.
Mrs Kennedy/Mrs Denison	<p>The cleaning contractors have now been changed.</p> <p>Mrs Cripps sent a parentmail to reassure parents about how lunchtimes are supervised.</p> <p>Parents will be informed after a lockdown practise occurs. The policy needs to be changed and this will be done by the end of term. The policy will be put on the school web site. Vicky Burstow has been involved in a lockdown practise in another school and will meet with Mrs Kennedy about this.</p>

3. Headteacher

Facebook is being used to criticise the school with some inaccuracies and it would be helpful if it could also be used for positive comments. The parent council members think the negativity is from ex-parents using an open forum. There are also positive comments on Facebook. The parent council thinks that negative comments are a problem for all schools not just St Wilfrid's. Our parents know these are just personal opinions on behalf of the contributors.

4. Year Group Agenda Items

Year 1:

Q. Stricter security is needed for after school clubs pick up. At one club the parents feel the children just run out and any parent could take them. There are also too many children for coaching to be effective.

A. The regular leader is now back with us so this should not happen again.

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Action: Mrs Kennedy will check with the coach to ensure the children's safety.

Q. Parents in Year 1 do not know about class incentives and the behaviour ladder.

A. Parents are welcome to come in to school and see the classroom and speak to the teacher about these.

Action: Mrs Kennedy will put an explanation in the newsletter.

Year 2:

Q. Parents feel they do not have enough information about what their children are doing in class especially with regard to spelling and maths tests.

A. Parents will be informed again about the Times Tables Challenge which runs throughout the school. Class teachers will let parents know the results of the spelling tests.

Action: Information will be in the Home/School book. If there is any further information required by parents, please see the class teacher.

Q. Regarding writing, parents are concerned that children are not learning where to start and finish letters as they write and therefore will not be prepared for doing joined up writing.

A: School handwriting policy is that in Reception and Year 1 children are taught the correct formation of letters and in Years 2 and 3, children are taught ascenders and descenders. Learning to write is a long process.

Action: The handwriting policy is on the website. A booklet has been produced containing further details and this will be placed on the website.

Q. Parents are still parking on the zig zags at the main entrance and reversing to pull out at peak crossing times.

A. The rules about parking have changed and the penalties are much harsher now. Previously parking offenders were named and shamed in the newsletter. Sue Neatherway suggested speaking to the Police/Wardens and asking them to observe.

Action: A reminder will be put on the newsletter but the school is not responsible for highways.

Year 4:

Q. Year 4 waterbottles are kept in the corridor. Could they be kept in the Classroom?

A. Yes

Action: Ask Year 4 teachers/TAs to put bottles in the classroom.

Q. There are no music stands for music lessons.

A. These should be provided by either parents or music teacher.

Q. School Library and book choice

A. The library is going to be revamped with new seating, shelving and books. A group of children have visited Waterstones to choose books.

Action: This is on-going

Year 5

Q. What is the procedure for other people picking up children? Some children are going home with others people without it being in the book or the teacher being informed whereas others are not permitted to do so.

A. Children cannot go home with other children unless there has been a note in the home/school book or the parents have spoken to us.

Action: Teachers will ensure children go home with specified adult. Parents will ensure they inform teachers via the home/school book or the office.

Q. The cost of items for the school disco is too high.

A. The Friends of St Wilfrid's price items as low as they can. More parent helpers would enable children to be guided as to what to buy.

Q. Could there be organised games at the school disco?

A. As the school disco is organised by the Friends of St Wilfrid's, parents should contact the FOSW with their suggestions.

Q. Parents would appreciate more communication about what is happening regarding the improvements being made since Ofsted and a more detailed update on the appointment of a new Headteacher.

A. The three main areas are being addressed. The focus at the moment is on teaching and learning and consistency. The Early Years classrooms have been changed and a freeflow access ramp to Treetops Garden will be in place by January. During this work the Early Years Classes will relocate to Treetops and the Studio.

A. The Governors are responsible for the appointment of a new Headteacher and they are committed to recruiting the right person for St Wilfrid's. WSCC, the Diocese and the Governors are working together on this and also the interim situation. The position has been advertised nationally and a new set of people are interested. Interviews will be held in December. When appointed, we are sure that the new Headteacher will meet with parents and set out their vision for the school.

7. Any Other Business

Birthday Sweets

Children may not bring in sweets for the class on their birthdays. This is in our rules and a reminder will go out on the newsletter.

Storybags

Are the storybags being used?

Responsibility for these has changed. Mrs Chilton will be contacting parents shortly to let parents know where and when these can be borrowed.

Parents Evening

The new format of the parents evening was discussed and generally felt to be a better system. A possible downside was felt to be that other people could potentially overhear comments about someone else's child. Parents should feel able to make a further appointment should they feel it necessary to discuss confidential information.

8. Date of next meeting

Tuesday 20 March at 2.00pm