



## Harrow Lodge Primary School Parent Council Meeting Minutes

Meeting held on Thursday 7<sup>th</sup> June 2018 at 2pm

### Present

School representatives:

Una Connolly (HT), Lynette Searle (DHT), Michelle Browne (AHT)

Parent representatives:

Maxine Birch, Sarah Corless, Lisa Frensham, Amanda Hayward, Neringa Novikaite, Joanne Hallel, Serena Lee, Michelle Stanley, Lisa Cousins, Erica Ratty, Joeleen Lefevre

### 1. Welcome & Apologies

HT welcomed everybody to the meeting.

Apologies for absence were received from Katie Woodhead

### 2. Minutes of previous meeting and matters arising

2.1 It was agreed by the Parent Council that the minutes were a true reflection of the meeting.

2.2 The PTA are still awaiting samples with regards to the school uniform. An e-mail address has been sent out by the school with an alternative skirt that can be bought from eBay. Parents raised the possibility of the uniform shop being an option for the skirts as they sell a burgundy one. AH will go and look at the skirts to check that the shade matches the current uniform. Once confirmed an email can be sent out to parents with this option.

**ACTION: AH**

2.3 AH requested that uniform orders come in soon to prevent an end of term rush. It was suggested that a parent mail be sent out as soon as possible about this.

**ACTION: UC**

2.4 The letter has not yet been drafted with regards to the complaint about parent parking. It was raised that cars are still being 'keyed' in Dorian Road. It was suggested that we speak to the community police for advice and support.

**ACTION: LS**

### 3. Election of Chair

3.1 LS outlined responsibilities of the chair person. No volunteers for this post at the moment so UC and LS agreed to continue as the lead for the next meeting. It was suggested that a new chairperson be elected in September for the start of the new school year.

#### 4. Homework

4.1 The new homework policy was discussed. LS explained how this policy had been written after discussion with staff and that the main change was making some homework compulsory and some homework optional. MS requested that the children not be told that some homework is optional as parents may not want their children to know this. MB commented that giving the parents a choice about some homework was a good thing as parents can tailor the amount of homework their child completes on a weekly basis in order to fit in with busy schedules. It was agreed by all that having an optional/compulsory homework policy was a good idea.

4.2 MB raised that the Mathematics homework was not taking much time and her child was finding it quite easy. JH also requested that more Mathematics homework be set for the children. It was discussed that there are lots of other activities that the children can 'choose' to complete on the website. UC suggested that a parent meeting would be helpful early on in the school year to explain both Mathematics and Bug Club to parents.

**ACTION: LS**

4.3 Spelling homework was raised as a concern and some parents felt that there was inconsistency across the school with regards to spelling homework being sent out. UC will raise this concern with staff. LC raised bringing back spelling tests. UC explained that the children are being tested on their spelling but through dictation of sentences instead, as this is how they are assessed in end of year tests. This way the children are learning to apply their spellings in the correct context.

**ACTION: UC**

#### 5. School Changes

5.1 UC explained that LS will be taking over as head of Harrow Lodge in the new school year. It was stressed that there will be no changes to how the school operates on a day to day basis. LS explained how an executive head had been appointed to work with the school and that we will continue to get support from our Partnership Learning SIP. It was felt that parents would need a meeting to explain the role of the executive head teacher. It was felt that the fact that LS was taking over as head would offer security and consistency.

**ACTION: UC**

5.2 UC shared the findings of the Year 2 moderation meeting that took place earlier in the week with the local authority. She explained that the moderators were impressed with standard of work in Year 2, especially for those children at greater depth.

5.3 UC explained that we were only going to have one mixed age class next year in Years 2/3. MB asked if the children would be moved around again and it was confirmed that it would not be the same children in the mixed class next year. However, the children will continue to be taught in separate groups for English and Maths in the mornings. LF asked when parents would know which teacher their children were getting next year. It was explained that no teachers were leaving but they have not yet been placed in Year Groups for next year.

6. **AOB**

6.1 LS raised the new parents meeting on 20<sup>th</sup> June and asked for volunteers to come and speak to new parents on behalf of the parent council in order to generate new members. ER suggested doing it together with MS. This was agreed. AR also suggested making leaflets to explain the work of the Parent Council.

**ACTION: ER and MS**

7. **Date of next meeting**

The next meeting will be held on **Monday 2<sup>nd</sup> July** at 6.30pm in Room 19

8. **Actions**

<b>Point</b>	<b>Action</b>	<b>Name</b>
2.2	To check the colour of the skirts in the uniform shop.	Amanda Hayward
2.3	To send a parent mail out informing parents that they need to get their uniform orders in early to avoid a last minute rush.	Una Connolly
2.4	To speak to the community police with regards to the cars being keyed in Dorian Road.	Lynette Searle
4.2	To plan a parent meeting early in the new academic year to explain Bug Club and Mathletics homework.	Lynette Searle
4.3	To talk to staff about the inconsistency regarding spelling homework.	Una Connolly
5.1	To plan a parent meeting with the new executive headteacher.	Una Connolly
6.1	To attend the new parent meeting on 20 <sup>th</sup> June.	Erica Ratty and Michelle Stanley