

## Minutes of the Parent Council Meeting, Oct 2019

### Attendees:

Mrs Malone (Headteacher), Miss Durkin (Deputy Headteacher), Sue Thompson (School Office), Alison Walker (Leopard), Chloe Feminier (Lion), Katherine Ratcliffe (Tiger), Kirsten Tompsett (1A, 3A), Jodi Cahill (1C), Fiona Wade (2A), Katherine Sutcliffe (2B, 5C), Helena Robertson (2C), Emma Shannon (3B), Anna Trever (3C), Emily Bowles (4A, 6A, Vice Chair), Anja de Caux (4, Chair), Katherine Davies (4C), Claire Moloney (5A), Deborah Neale (6B), Fiona Dennis (Committee Secretary)

### Apologies:

Sajita Nair (1B), Chloe Wickenden (5B, 6C)

	Detail	Feedback	ACTION
<p>Welcome new Reps Volunteer for vice chair Role of PC and Terms of reference for the PC</p>	<p>Reiterate Parent council Role and ways of communicating</p>	<p>Anja read out the Terms of reference Parent council is a link between school and parents, school can communicate to school council to feed back to parents Advisory and consultative Objective – identify and representative views of the parents Support SPSA An anonymous view point can be given It is NOT a forum to discuss individual ch, staff, policies and procedures relating to school <b>It's always nice to have positive feedback!</b> There is yearly agenda, feedback is asked for on those topics. There is also an AOB section.</p>	<p>Class reps, please make sure you send the info to the parents so they can give feedback in time for the meeting. Please send your feedback to Anja or Fiona before the meeting as this is sent to Mrs Malone for viewing before the meeting. Once the meeting is over then, please feedback the minutes to your class.</p>
<p><b>Minutes of the last meeting</b></p>	<p>Latest on music club / orchestra</p>	<p>Emily has been talking to various staff and as a next step she will work out what the school needs are and what has been tried in the past but hasn't worked. This is to make sure that she is not repeating the things that haven't worked - (There was a lot of talk from previous meetings that parents wanted more music as an extra- curricular activity, there is a lack of awareness of what already is in school)</p> <p>Kent music school are here and use the school's space but has nothing to do with the school. If Emily is able to set something up then she will. She has approached parents and some are willing to help. There needs to be a space in the timetable, ask for ch who already play, it might not work depending on the take up of children, we could join up with other schools. There are different options</p>	<p><b>Emily</b> will continue to try and work something out.</p> <p><b>Mrs M</b> will look for other contacts to see if there are any other options for music teachers in the area</p>

	School vision	CM will hold a meeting to share vision for the school.	Date to be shared
	First aid	Another round of first aid training is in the pipeline, info is on the current newsletter	
	Voluntary fund	School will start voluntary fund again – Governors are talking tonight	<b>Mrs M</b> will feedback in the next meeting – add to December’s agenda

**Parental Feedback – Teaching and Learning**

Name	Feedback	Response	Action
Katherine Sutcliffe 2B	Can parents to be made aware when their children are receiving Senco attention (ie. enrolled in Relax kids)	This should happen. All children have had the opportunity to have some relax kids. A well-being leader has been put in place, she will give all classes a block of sessions. The school is trying to be proactive not reactive. This information will be shared via the newsletter	Please contact the school via the manager email if the impression exists parents are not informed <a href="mailto:manager@sevenoaks.kent.sch.uk">manager@sevenoaks.kent.sch.uk</a>
Chloe Wickenden 5B	I’d like to learn a bit more about spellings!	The school does not do tests, but the children are tested, dictation and checking spellings in their work Mrs M will be looking in the future for consistency in approach across the school	This new approach will be communicated at parents evening.
Emily	Maths books don’t relate to what they are doing in class. Limited to how much parents helping	Feedback about Homework will be on the agenda for the next meeting	Mrs M will look at this  Add agenda item to next meeting
	Values – feedback assemblies are often heavily weighted towards the values could they be more creative. How are values being used	Each assembly has a theme – e.g. perseverance, but there will be a focus on the value.  To remind parents – including the passports	Mrs M to write about the values in newsletter
	Forest school it’s great! It’s good that the children still continue to do this beyond Reception	Thank you	
	Blackland farm – the feedback was very good. Thank you for giving Year 6 an amazing time	Thank you	

**AOB**

Name	Feedback	Response	Action
Caroline Smith 3B	It does feel there could be more feedback from teacher in between parent teacher meetings.	Apologies for this happening.	For any issues please email <a href="mailto:manager@sevenoaks.kent.sch.uk">manager@sevenoaks.kent.sch.uk</a> you should get a response.
Anja de Caux 4B	Can we please have an easier system to make an appointment with the teacher?		Please email <a href="mailto:manager@sevenoaks.kent.sch.uk">manager@sevenoaks.kent.sch.uk</a>
Katherine Sutcliffe 2B	Diary dates for the year?	Apologies – watch this space	Dates will be added to school calendar ASAP
Caroline Smith 3B	I really like the sharing of the term plan. Great to see more of this.	Thank you	
Katherine Sutcliffe 5C	Is there going to be a Secondary school information evening for years 4 and 5	There will be one in November	This date will be added to the school diary
Katherine Sutcliffe 5C	Have the portions at lunchtime got smaller? Can children have seconds at lunch	Towards the end of serving they might be able to but generally not. The year groups are rotated at lunch so not one year group ends up with limited choice. The children are always able to fill up on salad and bread. KCC are evaluating the school dinners	Send an email <a href="mailto:manager@sevenoaks.kent.sch.uk">manager@sevenoaks.kent.sch.uk</a> to report any concerns about school dinners
Chloe Wickenden 6C	Has the school considered becoming a collection point for a Terracycle Recycling Scheme?	Not at present	Can the person who suggested it do some research and feedback at the next meeting?
Chloe Wickenden 6C	Could we start naming the classes differently		Mrs M will think about it for September
Extra items	Is the top field used?	This is a staffing issue –this is not used because there is not enough staff.	Please ask anyone if they would like to apply for a role in school as there are vacancies for MDMS
	<b>Katie Perkins has asked us to ask families</b> - If you have any books in good condition then please donate them to school. The school is short of good quality books to enhance the reading areas in school	Please bring into the school office	Parent reps to pass this on to class. Fiona has spoken to Kate and will put a message on Claslist

