

**Minutes of Parents in Partnership Meeting  
Community Room, Sunnymede Junior School  
Friday 8<sup>th</sup> January 2016**

|          | <b>Name</b>      | <b>Role</b>           | <b>Class</b> |
|----------|------------------|-----------------------|--------------|
| Present: | Ronnie Branch    | Headteacher           |              |
|          | Lucy Moffat      | Parent Representative | 3K           |
|          | Ruth Coppell     | Parent Representative | 3M           |
|          | Angela Chapman   | Parent Representative | 4H           |
|          | Leah Rogers      | Parent Representative | 5T           |
|          | Kate Smith       | Parent Representative | 6B           |
|          | Amanda Freestone | Parent Representative | 6M           |
|          | Lan Lan Kam      | Parent Representative | 6M           |
|          | Kerry Vickers    | Parent Representative | 4B           |

### **WELCOME and APOLOGIES**

Apologies were received from Suzanne Kelly (5C rep). Mrs Branch welcomed everyone and explained that she would be taking the minutes today due to staff absence.

### **ACTIONS SINCE THE LAST MEETING**

#### **Christmas Production**

Mrs Branch noted that, as requested, homework was not given on the week of the Christmas performances. Parents reported that this was much appreciated. They also acknowledged that much more notice was given to parents about costume requirements this year. Parents enjoyed the performances.

#### **Anti-Bullying Policy Update**

Mrs Branch noted that the draft anti-bullying policy has now been completed. Following helpful feedback from PIP representatives at the last meeting, pupils worked with her to help draft a simple anti-bullying code of conduct. She also worked through key aspects of the policy with the pupils, such as ensuring they understand the definition of bullying, how to identify if it is happening to themselves or someone else and how to seek help. The policy will be agreed by governors in the next few weeks and then shared more widely with parents. Posters of the anti-bullying code of conduct and the pupils' 'Three Rights' will also be displayed around the school.

### **SCHOOL WEBSITE**

Mrs Branch talked through the issues the school had with the school website last term. She explained that the process of having the new website built from scratch has now been completed and it has just gone live. Mrs Branch gave parents at the meeting a 'tour' of the new website and explained how it was organised. She explained that a Parent Mail had been drafted and will be sent out to advise parents of the changes. Parents at the meeting gave positive feedback on the new layout and its simplicity and ease of navigation. One parent commented on how good the class pages are. Mrs Branch explained that this was a big focus for the school last year and the quality of the pages will continue with the new website. It was agreed that the class pages represent a broad and balanced curriculum that we aim for at Sunnymede Junior School. Mrs Branch also explained that the new website can be translated into most other key languages, though Google Chrome may need to be used as the browser for it to work. Mrs Branch explained that it may take some time for the website to be updated after not having been able to add new material for nearly a term. It will take staff a while to work out how to edit pages as it is very different to the previous website. Mrs Branch asked that parents are patient while we undergo this process.

Parents particularly liked the new 'Learning Zone' and they agreed that, along with the class pages and the 'Pupil Voice' page that will be populated in due course, more children may engage with the website. One parent asked if additional pages could be added to the learning zone that are directly related to year group history topics. Mrs Branch said that this was a possibility in due course, once all the other basics get sorted. However, Mrs Branch did draw attention to the 'Woodland School' link on the Learning Zone page which has lots of history related pages and this would be a good resource to use in the meantime and going forward.

### **PARENT VISITS TO CLASSES**

Mrs Branch reminded parents that at the last meeting she had explained that there would be an opportunity for parents to spend a lesson in their child's class in the spring term, with the aim of giving the opportunity to parents to share in their child's learning. However, following further discussion and consideration, staff have decided that this may not be the best strategy to achieve this aim. We have considered other ways of achieving this and have decided that, starting on 15<sup>th</sup> January, each teacher will have an 'open door' policy and parents are welcome to pop into the classroom with their child to look at their books with them and look at the displays in the class etc. This will be a very informal occasion but will hopefully have a much bigger impact than the original plan. Parents can pop in as often or as little as they want. We hope this will be a really useful way of parents engaging in their child's learning with them. Drop-ins will be on a Friday afternoon and parents were made aware in the last newsletter.

### **HOOK ON THE GATE TO MONS AVENUE**

Mrs Branch explained that the possibility of a hook on the gate has not yet been looked into but this will be reviewed in due course.

### **BEHAVIOUR POLICY SANCTIONS**

Following discussion at the last meeting, Mrs Branch asked if there had been any feedback about whether it was appropriate for a pupil to stand on the steps during morning break time if their name had appeared in the behaviour log, or whether this was humiliating and an alternative sanction should be considered. Following a discussion, where reminders were offered about how the behaviour policy sanctions work, the vast majority of parents felt that the existing arrangements should continue. They felt it was good for the child to see what they are missing out on and also for the child who may have been on the receiving end of any wrong doing can see that a sanction has been enforced. They also felt that it acts as a very good deterrent for many children who do not want to go in the behaviour log. School staff also prefer this option. Mrs Branch explained that under the new OFSTED framework, behaviour is very high priority. She explained that behaviour in the school is very good and with many outstanding elements. However, she and the staff believe there are aspects behaviour and safety that could still be 'tightened' even further e.g. minor low-level behaviour when pupils are not class based, the level of respect given to Midday Assistants etc. This led to Mrs Branch sharing a draft copy of the 'personal development, behaviour and safety' strand of the school's new annual development plan in the meeting.

### **SCHOOL DEVELOPMENT PLAN**

Parents present had an opportunity to look at the draft plan for behaviour and safety, ask questions and make comments.

A question was raised about the role of class ambassadors and the plan to give them responsibility for awarding good behaviour stickers or similar to children in class for pupils behaving particularly well in lessons that are taught by a supply teacher, their PPA teacher or similar. A discussion took place about whether the ambassador might just give the stickers to their best friend and would know how to do this well. It was also queried whether taking on this responsibility in such lessons would distract them from their own learning. Mrs Branch explained that the pupils would be given guidance on how to give out awards appropriately and in an objective manner. She also explained that this new initiative would be piloted initially and whether this role was a distraction for class ambassadors would be considered before a decision to continue with the initiative long term would be made.

The importance of developing pupils' voice was discussed and Mrs Branch expanded on some of the ways the school plans to develop this e.g. a small group of children observing lessons with a teacher and identifying

what they think makes an effective lesson and what strategies help them to learn. The Friday drop-ins are also designed to encourage pupils to talk about their learning with their parents.

Mrs Branch outlined some of the plans to work on some more sensitive issues around personal safety. She explained that a member of staff from NSPCC will be coming in to do an assembly about personal safety, access to Child Line and helping children to understand when they may not be safe or protected and how they can seek help. The school will also be seeking to further promote British Values in school, whilst at the same time ensuring that they have an appreciation and respect for other beliefs, practices and cultures. The school will deliver some PREVENT materials to ensure that children are not at risk of being radicalised etc.

## **MATTERS ARISING**

### **Kitchen Menus**

It was asked if parents can be notified of what week the menu will commence on before the start of a new term so families can decide on what meals their child will have on the first week back. Mrs Branch said she would organise this for future terms.

### **Mathletics**

It was noted by parents from a couple of classes that during December the Mathletics homework had not been activated on a few occasions, even taking into account the weeks when it was agreed there would be no homework. Mrs Branch said that she would investigate this with the relevant teachers to find out what happened and with a view to this not happening again.

### **Dates for Parent Consultation Meetings**

One class representative was asked by a parent to ask why parent consultations were on a Monday and Thursday this term rather than on a Tuesday and a Thursday. Mrs Branch explained that, whilst meetings are on Tuesday and Thursday evenings where possible, and this is usually possible, there are odd occasions when the day has to be changed. This may be for a number of reasons in a particular term e.g. the school hall is being used for a club, teachers are on a course on that evening or it may even be that key staff have birthdays on that evening. Going forward, Mrs Branch wished to clarify that consultation evenings may vary from term to term, even though the preferred nights are Tuesday and Thursday.

### **PHOTOGRAPHS**

Some of the photos of PIP reps taken were not publishable on the school website. PIP reps were asked to check if their photo is on the new website (Information tab and scroll down) and pop in to the office to arrange for your photo to be re-taken if you are not.

### **DATE OF NEXT MEETING**

This will take place at 9:00 am on **Friday 11<sup>th</sup> March 2016** in the community room.