

**Minutes of Parents in Partnership Meeting  
Community Room, Sunnymede Junior School  
Friday 29<sup>th</sup> November at 9am**

Present:	Name	Role	Class
	Ronnie Branch	Headteacher	
	Lucy Moffat	Parent representative	3HL
	Leah Rogers	Parent representative	3HL
	Susanne Kelly	Parent representative	3J
	Natalie Efreme	Parent representative	3J
	Kate Smith	Parent representative	4H
	Jemma Buddell	Parent representative	4H
	Ellie Hill	Parent representative	4L
	Jackie Whaplington	Parent representative	4L
	Jacqui Dignum	Parent representative	5K
	Michelle Galley	Parent representative	5K
	Sharon Wornham	Parent representative	5S
	Sheila Gibson	Parent representative	5S
	Carla Sparrow	Parent representative	6D
	Stephanie Warren	Parent representative	6D
	Justine Dacey	Parent representative	6L
	Steve Jordan	Parent representative	6L

**1. Welcome and apologies**

Mrs Branch opened the meeting; apologies were received from Hayley Emerick and Sam Russell (both class 3HL), and introductions were made.

**2. Protocols & Aims of the Forum**

Mrs Branch explained that the purpose of the PiP group was to give parents the opportunity to share views and suggestions that may be being talked about in the playground. They should relate to the whole school, it is not a forum to talk about a particular teacher or child or year group. Last year the PiP group was involved in reviewing the Homework Policy and Behaviour Policy. The focus this year was meant to be a review of the end of year reporting for parents but Mrs Branch explained that, as the government were implementing so many changes from September 2014, it did not make sense to change the reporting format for this summer when it is likely to have to be changed again the following year. This could end up being more confusing for parents! Once there was more clarity from the government then this can be reviewed and discussed.

Meetings will be held half termly on different mornings so that everybody can attend some meetings. It was agreed the next meeting would be on a Monday morning in early February.

**3. Sharing information and communicating with parents**

Email addresses were checked and Mrs Branch explained that the Minutes of each meeting would also be available under the Documents section of the school website.

#### **4. Photographs**

Mrs Branch said she would like to display the PiP representatives' photographs in the outside notice board at the school entrance so that the wider school community would know who their class representatives were. The photographs would also be available on the school website (in the documents section). This was agreed. It was also agreed that Yr 6 parents/carers would be emailed advising them of their class representatives as there is less parental presence in school in that year group.

#### **5. Brainstorming session**

Mrs Branch asked the group to 'brainstorm' any issues they felt could be added to the agenda in future.

- It was suggested that the blinds in the classroom are pulled down when children are changing for PE as anybody can look in
- Could the children (girls in particular) be given a clear explanation as to the reasons behind some of the uniform guidelines (ie hair accessories etc)
- When can the children access water, especially after PE

Mrs Branch confirmed she would speak to Mr McDermid and class teachers about closing the blinds when the children were changing for PE.

Mrs Branch said she would schedule an assembly to talk about uniform and health and safety implications (beginning of spring term).

Mrs Branch said that all children should have access to water, it is good for their learning but sometimes it can be a distraction and it may be that a child is refused water at a particularly important part of the lesson and the teacher may not remember to send them for water after. All children are encouraged to have water at break-time and at the end of lunch before they go back into class. She agreed children should have water after a PE lesson and said she would talk to Mr McDermid about this. Also, some children do choose not to drink and Mrs Branch will remind teachers and children about this. It was also mentioned that some children do not drink because they do not want to use the toilets.

Mrs Branch agreed that the lower school toilets are not very nice! She had just received approval for them to be refurbished. The work will hopefully be carried out during the Spring half term or Easter break.

#### **6. Initial feedback on homework policy**

Mrs Branch explained that she considered it had been right to review the original policy and make it much more prescriptive so that parents/carers knew when homework should be given and when it should be handed in. She would like to know if parents felt this had been a good thing. Mrs Branch will also be meeting with teachers to ascertain their views on how well the new homework policy is working.

Following discussion it appeared that, overall, the initial feedback on the homework policy was that it was working well. There appeared to be some anomalies within year groups as to the use of the 'orange book' or 'homework diary' for homework. It was also felt that sometimes there were no comments on the work done.

Mrs Branch agreed that a copy of the full and short version of the Homework policy would be distributed with these minutes. It was also suggested that a parent friendly 'homework timetable' in a 'poster' format would be useful to send home. However, Mrs Branch did say that children, especially as they move up the school, must start taking responsibility for doing their homework.

Mrs Branch asked the class reps to be proactive in the playground to approach parents for their views on the new homework policy and report back at the next meeting.

**7. Agree communication methods for PiP reps**

Minutes will be sent out via the PiP email group.

**8. Agree date and agenda for the next meeting**

- Monday 3<sup>rd</sup> February at 9am in the Community Room
- Agenda to be circulated at the meeting but will focus on feedback about the homework policy

