

### Parent Committee Meeting Minutes

Present: Mr Caughter, Mr Stobie, Mr Price Roberts, Mrs Farrell, Mr Cassidy  
 Apologies: Non  
 Title: Term 1  
 Date: 13.11.18 (5.00pm)

Item	Minutes	Action	By When
Minutes of last meeting and actions	Mr Caughter shared the minutes from the previous meeting and the subsequent actions.		
Issues or questions regarding school	Mr Stobie raised a concern regarding child safety. The issue involved a child allegedly obtaining adult scissors which Mr Caughter confirmed did not happen. Mr Caughter explained that he was aware of the incident Mr Stobie was referring to and reassured all parents present that the children could not access adult scissors and that the incident had been dealt with.		
School Improvement Priorities 2018-19	Mr Caughter shared the school improvement priorities for 2018-19 <ol style="list-style-type: none"> <li>1. Preparing for the New Curriculum</li> <li>2. Maths / Numeracy - Reasoning and Problem Solving</li> <li>3. Welsh - Incidental Welsh and Planning</li> <li>4. ICT / DCF - Curriculum Mapping</li> </ol>		
End of Year Reports - Feedback from parents	Mr Caughter asked for feedback on the new End of Year Reports. Parents explained that the new format was better and more relevant. Only area that they felt needed developing was the Topic page. Mr Caughter agreed that this aspect of the report needed shortening. All parents felt the final page - Attitudes to Learning, was a really good addition. Parents also welcomed this table in the parents evening meeting. Mr Caughter explained this was added so this becomes part of the dialogue in each parents evening and with the aim that with support from parents that pupils will improve their attitudes to learning if areas of concern are highlighted.	Mr Caughter and staff to refine reports format for next year	Summer term
Maths Awareness Evening for Parents / Information Booklet	Mr Stobie raised that some parents had concerns with their children's mental maths skills, particularly times tables. Mr Caughter explained that this was something that we were looking to address as a school through our Maths SIP and through carrying out a Maths Awareness evening where parents can see how we are teaching different concepts and mental maths skills such as times tables. Mr Caughter highlighted that mental maths is an important part of the curriculum that we are addressing. As part of the Maths Awareness evening Mr Caughter explained that we would show the apps and websites that can be used at home to further develop pupil's skills.	Arrange Maths Awareness Evening for parents  Times tables homework to be set regularly	January  November

	<p>Mr Stobie also asked if there was a possibility that times tables could be sent as homework tasks like the spelling tasks.</p> <p>Mr Caughettr agreed that this could be arranged, particularly for classes 3,4 and 5.</p>		
New Reward systems	<p>Mr Caughter explained that we had a new reward system in school where children are working as a team to achieve marbles which link to the amount of golden time they will receive on a Friday.</p> <p>Mr Caughter also explained the RESPECT postcards that we had begun using. Children are receiving postcards to take home if they consistently display the RESPECT Values.</p>		
Attendance	<p>Some concerns were raised with the Attendance letter received as part of the parents evening meetings. Mr Caughter explained that due to the short period of time that if a child has had time off then their attendance figure could be quite low and possibly in the orange or red category. Mr Caughter reassured parents however that common sense is used at this point in the year and generally no action would be taken. Mr Caughter is aware of the reasons for the time off and only frequent absences which can't be explained or were causing a concern would lead to a meeting be arranged to discuss a pupil's attendance. Mr Caughter pointed out that the figures are calculated in accordance with Welsh Government guidelines.</p> <p>Mr Caughter highlighted that the letter needs adjusting a little to make this clear to parents. The parents present agreed with the need for the communication including the leaflets to highlight the importance of good attendance.</p> <p>Mr Caughter also explained that if there were sensitive reasons why a child's attendance was low at different points in the year then the letters are not sent out.</p> <p>Some concerns were raised regarding awarding 100% attendance and that some children may come to school when they are unwell in order to get their 100% certificate. Mr Caughter highlighted that although 100% certificates were presented each term and at the end of the year the school also had a prize draw each term for all children with an attendance over 95%.</p>	Alter letter slightly	Spring Term
AOB	<p>Reception parents not receiving communication from school - Mr Caughter explained the process that during the induction evening that all parents are given a pack of information to complete. Due to the School Comms system having to link to the SIMS programme parents cannot be placed on the system until September as their children are not on roll until September 1<sup>st</sup>. It was agreed that hard copies of Newsletters and communication would be sent out to new parents for the first few weeks of the year until all parents had signed up for the School Comms system.</p>	Hard copies of communication sent out to new parents at the start of the year.	Sept 2019