 

“**Working Together, Playing Together, Serving God and Serving Others”**

***“…encourage one another and build each other up…”***

**1 Thessalonians 5:11.**

**MINUTES OF A MEETING OF THE PARENT COUNCIL**

**OF**

**DAVENHAM CHURCH OF ENGLAND PRIMARY SCHOOL**

**Tuesday 15th November 2022**

1. **APOLOGIES:**

Emma Langford and Michelle Speers

1. **ATTENDEES**

Mrs Hyslop, Kerry Parry (Chair), Rebecca Lewis, Vikki Hind, Emilie Mercer, Victoria Jolley, Karen Entwistle, Becci Kettle, Naiomi Smith, Karla Karlak, Philippa Caldwell and Francesca Ogden

1. **MINUTES OF THE LAST MEETING**

Last meeting held on Tuesday 14th September was AGM.

1. **MINUTES OF THIS MEETING**

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| **Agenda No.** | **Action** | **Responsibility** |
| 1. **Phonics** | Phonics information and training to be organised for parents.  Support materials for parents are already available on the school website. | *JH* |
| 1. **After-school Clubs for**   **Reception** | Clubs are offered to children from Key Stage One onwards.  The school will look into the possibility of running clubs for Reception from the Summer Term. | *JH* |
| 1. **Positive Feedback -**   **Jobs**  **Google**  **Classroom**  **Trips** | Parent thanked the staff at the school for the following:   * Organising school trips and enrichment days * Excellent communication and reminders from Teachers to Parents about upcoming events | *All Staff* |
| 1. **Year Six Homework** | School will look into any problems parents might be experiencing when printing homework using different devices.  School will review homework and communicate findings back to parents. | *JH* |
| 1. **Positive Feedback -**   **Sport** | Parents feel that there has been a huge improvement in Sports provision this year, including inter-sports events. | *JH* |
| 1. **PE** | Range of indoor and outdoor activities covered throughout each term. Year Groups follow a Rolling Programme to ensure that all areas of the National Curriculum are covered. | *JH* |
| 1. **Packed Lunches** | Staff will monitor how long each class has for lunch.  Year 5 and 6 children will have packed lunches in classrooms to reduce numbers going through the hall. | *JH* |
| 1. **Parents Evening** | Three Parents Evening during the academic year:   * the Autumn Term Parents Evening will be online * the Spring Term Parents Evening will be held in school with the class teachers * the summer Parents Evening follows the end of year reports   School operates an open door policy so parents can come into school to speak to the teachers at any time. | *JH* |
| 1. **End of Day Timings** | Looking at punctual timings for all classes at the end of the day. | *JH* |
| 1. **Water Bottles in Class** | Water bottles are kept in the children's lockers and they are allowed to ask to have a drink throughout the day. This system will be monitored.  Children are allowed access to water at all times of the day and are encouraged to drink at playtime and after lunch. Younger children have water bottles by classroom doors. All children are able to take water bottles outside if weather if hot | *JH* |
| 1. **Harvest Festival Feedback/**   **Church (Moving Forward)** | Year Six organise and run all of the church services.  Parents from different year groups will be invited to different services simply to reduce numbers in the church and ensure people are not standing – this is not COVID related but simply due to increasing numbers in school. | *JH* |
| 1. **Swimming for Year Four** | Year Three will go swimming first and then there will be a catch-up programme using the Pop up pool later in the year. | *JH* |
| 1. **Fruit and Milk Clarity** | Government provision – all children in Reception and Key Stage One are provided with a piece of fruit each day (and free school lunches) but not milk. | *H* |
| 1. **Juice at Lunchtime** | Edsential have made the decision to offer just water at lunchtime.  Edsential online survey is an opportunity to feedback. | *JH* |
| 1. **Clarity around Mixed Year Classes** | There is an extra member of staff in each year group which means that the children are taught in smaller groups.  The children are taught Maths in their own year group as this subject is more difficult to teach as a mixed group and all other subjects are taught as mixed year groups. | *JH* |
| 1. **PE Kit in Church** | Children attended Harvest Festival in PE kits so that their PE sessions did not have to be cancelled on that day. | *JH* |
| 1. **Homework Introductions for the**   **Children** | Homework is a follow-up activity or task to what the children have been learning at school so the children should be confident in the homework that the teachers have set. The teachers will go through the homework that has been set with the children each week but, if there are any queries or if a child is finding the homework difficult, please contact the teacher directly either at school, via email or through the private comment box on Google Classroom. | *JH* |
| **Communication** | Communication is sent out via the weekly newsletter, text messages, Google classroom and emails. | *JH* |
| **Football -**  **Year Four** | Mr Lomas will be able to do football with Y3 and Y4 later in the year. | *JH* |
| **AOB** | Letter regarding attendance – the letter that parents received was issued by Cheshire West and Chester in response to a high level of absent pupils in schools across the County School follows LA guidance around attendance.  Computing – all year groups learn about Online Safety at the beginning of the Autumn Term. The school follows the National Curriculum. | *JH* |

1. **REVIEW OF ACTIONS FROM ANY PREVIOUS MEETINGS**

None

1. **NEXT MEETING**

The next Parent Council Meeting is scheduled for Tuesday 10th January 2023.