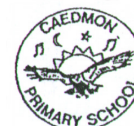




CAEDMON COMMUNITY PRIMARY SCHOOL



Parents Forum Meeting Friday 25th November 2011

Present at meeting:

Mr C Wisby, Head Teacher	Racheal Eyananu, Nursery
Mr A Symons, Chair of Governors	Isilamiyah Agbaje, Yr 1
Lisa Celikay, Governor & Yr 1	Lynn Newton, Rec
Irene Jones, Yr 2	Emma Barrow, Y1&2
Dawn Darling, Yr 2	Amanda Harbertson, Nursery & Yr 2
Jo McGillvary Yr 1&2	Gemma Tote, Governor, Rec & Y1
Stacey Ashton Nursery & Yr5	Miss R Kelly, Yr 1
Beauty Anwalimuba, Yr 1	Philippa Swanston, Admin Officer
Kelly Wombwell, Rec	

Mr Wisby ran through the last set of minutes. The mini computer suites in the classrooms have now been set up and are being used by all classes. The children are now getting an average of 3 hours ICT per week and haven't enjoyed their ICT lessons in the ICT suite being nice and cool thanks to the air conditioning. Mr Wisby explained that he hoped to arrange a day when all parents who wished to could come in and view the new ICT suite. Details to follow.

Playgrounds markings is still on the agenda to be investigated.

Education City has been updated and the children have all been given their logon details. Mr Wisby explained that it is an exciting educational website that the children enjoy using whilst in school.

Miss Kelly gave an update on Read Write Inc explaining that already it has made a difference to the children's reading. She explained how the groupings work and why they are moved around, the assessment process and how long it is expected to run the programme. It will be used in

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the nursery towards the end of the academic year which will give the children a head start in reception class. Miss Kelly explained that there is a video on You Tube which parents could check out if they wanted a visual demonstration. Information sheet have been posted on the website but it appears there is a problem which Mrs Swanston is going to raise with IT Services. Keep an eye out for the Read Write Inc page on the website which will have all the letters sounds etc soon.

E-Safety - Mr Wisby explained that he and Mr Lancashire are going on a training session shortly. Parents expressed concerns that the children "knew more" and they felt helpless in dealing with chat-rooms and the like Mr Wisby confirmed that the information will be cascaded to parents to give advice on how keep children safe whilst using the internet.

Attendance - Mr Wisby explained that this is a particular focus at the moment as our attendance figure of late has been above the national average of 94.8% which is unacceptable. As a result of the low attendance alert letters being sent out the figure has improved and if this trend continues we are on target to have a better attendance figure than previous years and better than the national average. Mr Wisby explained that he would be informing parents that no future holidays would be authorised in an attempt to keep the attendance rate high. Parents raised the question of lateness, Mr Wisby said that he was aware of the problem with children being late for school and missing all or part of the Read Write Inc which takes place immediately following registration. He explained that attendance has been the priority but that lateness is on the agenda to be focussed on. A reminder of the school start time would appear in the newsletter soon to come out.

Parents thanked Mr Wisby for the letter regarding children playing out after school, they said some of the content was a surprise to them. In light of this a copy will be placed on the website for those people who did not receive a copy.

Mr Wisby explained how parentmail had been invaluable recently in tracing a child who went missing after school. The child was located within minutes of the texts being sent out which, without parentmail, could have been hours. The police commented that it was a useful tool and had helped them enormously. If you do not receive texts and think you have not updated the school office with your most up to date mobile number please call in and see Mrs Swanston. We

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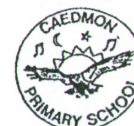


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cannot stress how important communication between school and home is and together with letters and the website parentmail is a vital tool.

Parents raised the subject of the website being out of date. Mr Wisby explained that this had been addressed and a training session had just taken place. Mrs Swanston explained that she was in the process of getting IT to put some more tabs on the website e.g. Read Write Inc so it would be easier for parents to locate information. Parents raised the issue of twitter and facebook not being used, again this was an area that following the training should now be used more effectively.

Parents raised the issue of the KS1 and reception class not having an afternoon playtime. Mr Wisby explained that it is built in to the day in a different format as the teachers were finding that the 10 minutes for playtime was ending up being over 20 minutes because of lining up problems etc. which over the week equated to 2½ hours of teaching time being lost.

Mr Wisby asked if any of the parents would be interested in joining the Friends of Caedmon as the group was very small and unable to put on fundraising events as it was. Anyone interested should approach Gemma Tote, Lisa Celikay or a member of staff.

Parents asked if teachers could "force" children to wear their coats at playtimes and lunchtimes. Mr Wisby explained that they could only encourage the children to wear them and it was not always possible to make the children keep them on. Teachers will be asked to encourage the children as much as possible.

Mr Symons updated the group on the situation with the school house, he confirmed that the new caretaker would not be using it as a residence therefore, it would either be utilised by school or would be handed back to the Local Authority. The cost of refurbishment to make it fit for use by school is in the region of £70,000 which equated to 10% of the whole school budget. There were many suggestions by parents of possible uses including playgroups and after school care. Mr Symons explained that some of the suggestions fell under the "surestart" label which had been abolished by the new Government and some would be subject to Ofsted Regulations and Inspections and would be massive undertakings involving feasibility studies and

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business plans. School had ideas such as meeting rooms and additional learning space. All of which are to be explored further.

Parents suggested holding fundraising events and getting volunteers to help with the refurbishment which were gratefully received. As soon as precise costs and usage have been identified parents would be informed and proposals to form a working group would be carried out.

Mr Symons explained to the group what the role of the Governing Body was. As the role is extensive below is a summary. Further information is available on the internet.

As a school or college governor, your duties will include:

- setting the strategic direction, policies and objectives
- approving the budget
- reviewing progress against the budget and objectives
- challenging and supporting senior staff
- playing a part in appointing staff

The governing body in schools and colleges is made up of:

- staff representatives
- community governors, including parents or students
- other local sponsors, like businesses

Governing bodies make their decisions based on the advice of committees. Governing bodies in schools and colleges are accountable for:

- the use of public funds
- the quality of education provided

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- the wider contribution to the community

Mr Wisby explained that the booster classes aimed to raised standards where children "are nearly there" and need a little bit extra. At the moment the boys are taking part, the girls will following next term. The children were selected by teachers. Year 5 and 6 have 1-2-1 tuition which is working towards their SATs.

Mr Wisby closed the meeting with an update on Miss Hanratty. Unfortunately due to health reasons Miss Hanratty has decided to take early retirement. It is very sad news for the school and parents alike and parents said they wanted to collect money to buy her a present. If any parents would like to make a donation please see any of the parents from the parents forum as they will be leading on the collection.

Date of next meeting:
Friday 20th January at 9:00 - 10:15.

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