

CLIFFORD ROAD PRIMARY SCHOOL

Minutes of the Parent Council Meeting held at the school at 8:50am on Wednesday 18th June 2014

Present: Jane Clarke (JC) Sarah Harris (SH)
 Ruth Crossley (RC) Andrew Nivison (AN)
 Nancy Daish (ND) Hannah Norton (HN)
 Audrey Eales (AE) Natasha Swanton (NS)
 Angela Englefield (AEn) Leigh Mesa Beltre (LMB)

In attendance: Catherine Hughes (CH)
 Michele Quinton (MQ)

1	<u>APOLOGIES FOR ABSENCE</u>	ACTION
	Apologies for absence were received from Kathlyn Ross (KR), Helen Taylor (HT) & Steve Wood (SW).	
2	<u>SCHOOL COUNCIL</u>	
	Some members of the School Council Pond Area Group attended the meeting. They explained what had been done & what their future plans are. The area has been cleared but some tree stumps need removing by a tree surgeon & their plans include logs, benches & a path. SH offered to help with the logs. They are considering a water feature but this would entail electrics & CH may be able to assist with this. A draft plan including time scales has been given to JN & they will start-up a Gardening Club so work can continue with the next Council. The School Council were thanked for attending & left the meeting.	
3	<u>MINUTES</u>	
3.1	The minutes of the meeting held on Wednesday 14 th May 2014 were accepted as a true record.	
3.2	<u>Matters arising from the minutes</u>	
	<p>2.2 Packed Lunches / Lunchtimes Photo ID's to recognise children who have food allergies etc was discussed but it was agreed it would be unreasonable to differentiate these children. The office has a list of protocols for children suffering from allergies & the Catering staff need to ensure they know who & what these are for.</p> <p>RC spoke to Emma Youngman to provisionally book a coffee morning on Friday 19th September from 9-10.30am. It would be an opportunity to welcome new parents, to discuss school dinners & to give tips on healthy packed lunch options.</p> <p>CH has been in contact with the company Cool Milk who provide free milk for our children under 5 years old (Nursery & Reception). They are sending some promotional material & can provide milk for older children but this would need to be purchased.</p> <p>2.2 Hand Hygiene Antibacterial hand-wash dispensers have been placed in the Main hall & Staff room while a soap dispenser has been placed in the Dining Room.</p> <p>2.2 BLP (Building Learning Powers) The school is moving on to Assertive Mentoring & SW confirmed a meeting will be held to explain this to parents.</p> <p>2.2 Website JC needs a contact at BT to see what resources we can pull together. CH has been in contact with somewhere we can apply for money if there's a</p>	SW

	<p>connection to the Military. It was suggested the Air Raid Shelter website could be upgraded & merged with the school website. CH & JC to discuss. A parent who is a graphic designer (SF) is interested in helping so SH will introduce him to JC.</p> <p>2.2 CH is continuing to look into Communication Plans including Parent Mail, Facebook etc.</p> <p>2.2 The basketball/netball post installation has taken slightly longer due to the Air Raid shelters under the playground. A ground penetration sonar survey has taken place & the report received at a cost of £195 while the cost of the post & installation will be £1700.</p> <p>3 Swimming Pool committee have yet to meet but CH & NS are meeting today to discuss the emailed form.</p> <p>5 The issue of a nail sticking out of some wood in the square garden has been resolved.</p>	<p>CH / JC SH / JC</p> <p>CH</p>
3	<u>GROUND DEVELOPMENT PLAN</u>	
	<p>A site survey with scaled drawings including the square garden, seating area etc. has been produced (at a cost of £500) so an overall plan with prioritised areas can be created. The benches would not be expensive to replace but need to look at the bigger/long-term picture & CH will then be able to look at areas/avenues where funds can be raised.</p> <p>It was suggested a letter/text could be sent out to find out parents areas of skills/expertise but it was noted all work needs to be covered by insurance/public liability.</p> <p>CH will be sending out questionnaires to a sample of children, parents & staff asking what they'd like to see happen in the playground. CH will then arrange a meeting for parents & Governors to present the information.</p>	
4	<u>PARENT COUNCIL & PTA AMALGAMATION</u>	
	<p>NS looked at amalgamating the PTA Constitution & Parent Council Terms of Reference & emailed her recommendations.</p> <p>The Working Groups will be: Website: JC (Co-ordinator), SH & SF</p> <p>Swimming Pool: NS (Co-ordinator), HN, KH, KR, ND, AEn. CH will be school liaison & will pass on the folder containing information previously gathered.</p> <p>Events: RC & HT. Co-ordinator is needed. SH will be happy to assist whenever possible.</p> <p>Staff members for the committees are needed & CH will discuss with SW & the SLT.</p>	<p>CH</p>
5	<u>AOB</u>	
	The was no other business to discuss.	
6	<u>DATES OF FUTURE MEETING</u>	
	The date of the next meeting will be confirmed.	

The meeting closed at 10am.

Signed

Date