



Minutes for the Parent Consultation Group

Meeting Date: 11th March 2019 at 9:00am

Venue: Winter Gardens Academy, Canvey, Essex

Attendees:

Catherine Stalham – Headteacher (CS)

Simon Harbrow – CEO (SH)

Caroline Barns Howlett

Yvette Hawkins

Claire Watson

Gemma Tomsett

Hannah Gosling

Lorraine Wilson

Nik Males

Apologies from:

Joanne Pooley

Steve Newman

Chelsi McFarlene

Joanne Stephenson

Emma Humberstone

Amanda Allen

Minutes:

Actions from last meeting:

1. Send out a reminder for the meeting nearer the time and investigate letter sent to CW. CS

Reminder phonecall made to all parents and mistake regarding CW corrected.

2. Explore class dojo to communicate with parents.

CS has made the decision that class dojo system not appropriate for parents to communicate with teachers as the email can come through 24/7 which creates wellbeing issues for staff.

3. PCG and CS to investigate with parents' different ways we can communicate with parents (every day tool).

Discussed this, all members of PCG felt that there was a variety of ways that they could contact school about progress of child if needed. PCG members suggested the need to find out more from the parent body, with regards to the detail of this. CS to send out parents survey in Summer term to find out



more information. CS to put on newsletter different ways parents can communicate with school.

4. Consider a longer process to plan trips to give parents the opportunity to pay for trips in instalments. Consider educating parents about trips and the voluntary contribution. SH to consider.

CS investigated trips and all trips last year went ahead with a maximum of £50 contribution from the school or with an extra contribution from parents (given voluntarily). Trips for next academic year will be planned at the end of this academic year to give parents a chance to save. The office is able to set up payment instalment, if necessary. CS to investigate ability for parents to build up credit with school trips.

5. CS to write to each parent so there is a clear message of when the next meeting is – with a reminder.

See Point 1.

6. Consider KWL as part of homework.

CS explained staff are looking at trialling a new format for homework so this will be put on hold until summer. To be discussed at next meeting.

Evaluation of Autumn Single plan:

- a. Leaders have a good understanding of the strengths and areas to develop in their subject and more specifically the teaching and learning in their subject. Further monitoring will continue this term and next term to add to this evaluation.
- b. Through promotion of reasoning, the majority of children are now reasoning at the age appropriate level in Maths. In English, staff focus on correcting misconception or removing basic skills errors (such as ensuring full stops and capital letters present in Year 6 work, even though they may be correctly using dashes, semi colons etc.) had a positive impact and therefore this area has continued in the spring single plan to develop it further.
- c. Children are now able to evaluate their learning more thoroughly using our strategy of KWL (what they **know** already, what they **want** to learn, and what they have **learnt**)
- d. There are various strategies in place to remove barriers (attendance, safeguarding etc.) for Pupil Premium children. This is still an area to develop and we have recently had an external Pupil Premium Review and therefore actions from this review are on Spring Single Plan.
- e. Wellcomm (speech and language baseline for EYFS children) has been implemented and targeted provision is in place. Impact data will be gathered at the end of this term.





Explanation of Spring Single Plan:

- a. We have created 'intents' (what we wish to intend in the learning) for each foundation subject. We are now looking to monitor whether these intents are actually being implemented in the delivery of the curriculum to meet the needs of all of our children.
- b. All teachers are working with a group of children targeting their basic skills errors, e.g. capitals and full stops. There are a range of strategies to help these children improve their writing and this is having a positive impact on their writing in books. We have implemented Times Table Rockstars in Years 3-6 and children are very engaged and enthusiastic about this. We will review the impact of this practice at the end of the term.
- c. Children are becoming increasingly more confident in identifying their new learning through KWL and ensure they are challenging themselves.
- d. Interventions are in place for Pupil Premium children. The impact of these to be fully monitored this term. The external Pupil Premium Review has given us some key actions which will also be carried out this term and next.
- e. Wellcomm is implemented and interventions are occurring for specific children. Impact will be measured at the end of the term.

Questions from Directors to consider:

NA this meeting.

AOB:

- a. Gates opening on time. On Friday gates were opened late. This has happened several times. CS believes this is due to assembly over running and opening the gates before this would cause a safeguarding issue with children returning from assembly while parents wander the playground. CS to ensure assembly does not overrun if this is the reason.
- b. Could the video being shown to Year 5 parents be available to those parents who cannot attend the meeting? CS to investigate the format of this video and find a way to ensure it is available to parents at another time/through a link.
- c. Discussed non pupil days next year. SH reassured parents the extra week at October Half term will continue. CS to add calendar dates, NHS guidance on illnesses, uniform list, reasons for being a no nut school, to newsletter more regularly to help inform parents.
- d. Parents commented positively about the Science homework across the school. Parents asked if there could be a Science club as their children would be really interested in that. CS to discuss this with Science Leader.
- e. Is Bikeability happening this year? CS to investigate with PE Leader.





- f. Parents feel that there are quite a few mistakes in text messages sent from the school. CS to investigate and report back at next meeting.
- g. Medical queries – sometimes teachers or staff that cover classes do not appear aware of all medical conditions, mainly the less emergency needs. CS to investigate the specific issue being discussed. CS to consider class profiles for each class to aid with this.

Next Meeting: Tuesday 18th June 2019 at 9:00am

Actions:

- CS to send out parents survey in Summer term to find out more information. CS to put on newsletter different ways parents can communicate with school.
- CS to investigate ability for parents to build up credit with school trips.
- Homework to be on the next meeting agenda.
- CS to ensure assembly does not overrun and the gates are opened on time.
- CS to investigate the format of the Sex Education clips and find a way to ensure it is available to parents at another time/through a link.
- CS to add calendar dates, NHS guidance on illnesses, uniform list, reasons for being a no nut school, to newsletter more regularly to help inform parents.
- CS to discuss potential Science club with Science Leader.
- CS to investigate if Bikeability is happening this year with PE Leader.
- CS to investigate mistakes on text messages from the school office and report back at next meeting.
- CS to investigate the specific medical issues being discussed. CS to consider class profiles for each class to aid with communication of medical needs.

