



Stanbridge Primary School

PIP Meeting Notes

Please email minutes out to your team members, HT, DH and link governor.

<p>Team: PIP</p> <p>Apologies: Miss Bertham Shamina Connellan Lucia Weaver Jemma Millard Natalie Thompson</p> <p>Attended: Mrs Walker Mr McGovern Frances-Lindsey-Clark Nicolette Usher Nikki Cooper Sarah Jones Jane Evans Emily Baker Sarah Parrott</p>	<p>Date of Meeting: 15/06/2018</p> <p>Agenda Items:</p> <ul style="list-style-type: none"> • Updates from Last meeting. • Dates/day for PIP meetings 2018/19. • Updates - Move up day, reports, meet the teacher. • Key dates for Term 6. • AOB
<p>Meeting Notes</p> <p>Updates from Last meeting</p> <ul style="list-style-type: none"> • Photographs of school dinners – photos have been taken and a display in process. • Jobs Jamboree – next year publicise wider not just parents but wider family. • Office communication format – discussed last term C dibble has actioned. • Gates code – this is will be changed every 2 weeks however Mr McGovern wants a register formulated to make it more formal for code holders. Possibility of only teachers having codes was discussed but we want teachers teaching. 3.10 gates will be open. Gate code register being formulated. • Bike and scooters – patrol cars have been sent and children spoken to about riding bikes and scooters. School is on top of it. • PIP meeting day was reviewed and Friday is still the best option for parents. • Move up day Thursday 5th July. A letter will come home the day before to inform children and parents of the class they will be in. • Meet the teacher – We will be holding meet the teacher events during the second week back after the summer break. (10th – 14th July) 	

- PTA thankyou event will also be on 5th July (non-profit) where the parents and teachers can meet informally. The PTA will be running a BBQ.
- Reports will be home Friday 13th July for all year groups.
- Year 5 camp will now be going ahead in the final week in term 6 (16th -18th July).

AOB:

- School trips – parent request that notice for trips be at least 2 weeks. Request that multiple trips in a year group payment be spread apart.
- Parents requested that we ensure trips, assemblies etc are in key dates. That year group assemblies are confirmed.
- Parents requested for a map of the school to be added to website and text to inform parents. When texts go home requesting parents to pick up from a specific door some parents may not know where to go.
- Olympiad – it isn't clear whether the pupils need change back into uniform. Mr McGovern confirmed that they would not need to change they could stay in their PE kit.
- Pupils only going to the Olympiad if they have received a letter. All of year 2 attend each year. Then pupils in each year are picked to compete in events in the second part of the Olympiad.
- Sports day – feedback great event. Could tea and coffee be available? PTA usually do this. Suggestion of hiring a coffee stand. Could the ice-cream selling finish earlier?
- Year 4 camp lots of really positive feedback and a big thankyou to the staff.
- Drinks – request that bottle have only water. School appreciates that some children will not drink water and some parents send them in with very weak squash or watered down fruit juice.
- School nurse – how is the she involved? School nurse comes in on school request for advice, to train or to support a meeting for particular child. Staff do receive basic asthma training, Epi-pen training.
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ACTIONS:

- ACTION: year 2 to 3 transition meeting – share date with parents.
- ACTION: speak to After school club about attending the PTA event on 5th July
- ACTION: Request for a map of the school to be added to website and send text to let them know.
- ACTION: ensure key medical information in SEN folder is accessed by new teacher and cover teachers are informed.
- ACTION: feedback in briefing that year 4 can had lots of positive feedback and parents sent a big thankyou to staff.

NEXT MEETING: