



## Stanbridge Primary School

### PIP Meeting Notes

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

<p><b>Team: PIP</b></p> <p><b>Apologies:</b> Frances-Lindsey-Clark Mrs Walker Lucia Weaver Jemma Millard Susanne Weaver Natalie Thompson</p> <p><b>Attended:</b> Miss Bertham Shamina Connellan Jane Lenton Abbe Hooper Emily Baker Sarah Parrott Sarah Jones Nicolette Usher</p>	<p><b>Date of Meeting: 16/03/2018</b></p> <p><b>Agenda Items:</b></p> <ul style="list-style-type: none"><li>• Update on actions from the last meeting</li><li>• Jobs Jamboree</li><li>• Library non fiction volunteers</li><li>• AOB</li></ul>
<p><b>Meeting Notes</b></p> <p><b>Actions from the last meeting:</b></p> <ul style="list-style-type: none"><li>• Website audit carried out: Some changes and updates made. PSHE presentation will be added to the site</li><li>• Lost property: updates sent on last newsletter. HT suggested that we put a reminder on year Facebook pages re labelling of uniform. <b>Action</b> HT to add note for new parents attending summer fayre re uniform sale</li><li>• Teacher call requests: HT fed back to staff re 48hour call back time from teachers but for parents to note with the office if its urgent to speak to a teacher</li><li>• Y2 Spellings: Miss Walker has asked for spelling to be clarified with Y2 from Mr Baker</li><li>• Homework: praise and marking through positive celebration – <b>Action</b> that still not clear how this is being carried out in Reception, could this be clarified for parents also some indication that homework has been noted by teachers (stamps/ stickers)? <b>Action:</b> HT to remind teachers to ask children to hand in homework book</li><li>• School meals: Parents attending school lunches underway. New equipment going in over Easter. HT has fed back to dinner staff re use of the salad cart and that needs to be more encouragement on it. <b>Action</b> – for HT to follow up again also</li></ul>	

portion size on meals like the jacket pots and all day breakfast. Also to remind parents that no photos allowed to be taken in school during the parent lunch sessions. HT to put note into the next newsletter and on voicemail re parents cancelling orders/ clubs if child in not in school.

#### **Jobs Jamboree:**

- HT held sessions for any parents interested in taking part in the job jamboree – no attendees at all. **Action:** HT to contact parents who have taken part previously to see if they can do again? Also to share the types of roles offered last time
- HT to look at whether the day needs to move back if not enough time to prepare or attend.

#### **Library Non Fiction Project – Volunteers:**

- Librarians have been have a sort and re-arrangement of the library area. They need some volunteers to help sort further. Any parents who can help to get in contact with the office. **Action:** HT will get communication out to parents with initial meeting

#### **AOB:**

- Perception that some Y1 children are being pushed hard in school and are exhausted at home. HT advised that there could be other factors involved but very important that parents have that discussion individually with teachers at parents meetings. The school keeps a balance of emotional and academic support and some pupils may need tweaks to their work if they are finding it too challenging.
- SATs parents meetings – information re Y2 SATs to be added to the website. Y6 SATs meetings to be followed-up. Clarity needed around which Y6 children should be attending SATs support breakfasts.
- School communications – not clear on what types of communications come through from which format; i.e. School Gateway, by text or by email – what is the strategy for overall communications?
- Reception feedback on the chicks in classes being very positive. Attentive and caring staff are to help and support the children
- Lovely well-organised events by the PTA, great Y2 assembly, useful SATs meetings. OWLs feedback forms to be publicised again.

#### **Actions from meeting:**

- HT to speak to the office about a communication strategy so that parents know how each piece of information will be communicated.
- HT will feedback to Dolce about the concerns regarding portion sizes when children have a sandwich or jacket potato as it doesn't come with anything other than a small side salad.
- HT to email OWLS parent feedback form to parents.
- HT to add note for new parents attending summer fayre re uniform sale.
- HT to remind teachers to ask children to hand in homework book.

- Miss Own to arrange a meeting for parents about sorting the non fiction books.
- HT to contact parents who have taken part previously in the jobs jamboree to see if they can do again? Also to share the types of roles offered last time
- HT to look at whether the day needs to move back if not enough time to prepare or attend

**NEXT MEETING:** Friday 4th May 2018