

**ST. EDMUND CAMPION  
CATHOLIC PRIMARY SCHOOL  
A VOLUNTARY ACADEMY**



**Parent Forum Minutes  
1<sup>st</sup> February 2016**

## Notes from Parent Forum meeting on Monday 1<sup>st</sup> February 2016

Present: Mrs Blake, Mrs Byrne, Mr Tuckwell, Mrs Waite, Ms Welsh, Mr Dowding, Ms Boyd, Mrs Sharkey, Mr Hoban, Mrs Coppinger, Mrs Setchfield, Mr Silcock, Mrs Brown, Mrs Richards

Apologies: Mrs Coulam, Mrs Biondi

Mrs Blake opened the meeting with a prayer.

Matters arising from notes - None

### Eco team

AB explained each class has voted for Eco warriors. Eco warriors organised a green day on 20<sup>th</sup> January. The school is working towards Eco School awards

### Fair Trade

RB discussed previous Fairtrade in school and AB will establish a link with Mary Crosby and Dipna

### Review of Advent Celebrations / Nativities/ Reconciliation

All services were excellent and well attended. KR asked if lighting system could be improved. Ask Parents association if there could be a fund raising opportunity.

AB explained plans for Holy week led by KS2 classes. There will be one class in the morning and one in the afternoon and parents will be invited to all celebrations

### Book Fair

26<sup>th</sup> Feb – AB asked if parents could support and be involved in the running of the Book fair. World Book Day will take place in school on Thursday 3<sup>rd</sup> March – children dress as a book character although there will be no prizes.

### Saul Isaac Photography

Parent forum to meet with other companies - Rates / Tempest to look at different prices / packages

Discussed individual in autumn term and class year group in spring term

### Accelerated Reader Scheme

DF progress is slow

Year 3 and 4 can quiz and change books on Monday and Wednesday, Year 5 and 6 on Tuesday and Thursday. Focusing on comprehension

Book amnesty to improve reading choices

Guided reading with teacher as well

Interventions for children who are not at age expected – these will include extra 1-1 reading, comprehensions

AB to write a letter / request at Holy Spirit / St Anne's to ask for parents / grandparents to offer some time to come in to school to hear 1-1 reading

#### New rewards system for full attendance

JW – children received pencil and a bar of chocolate for 100% attendance. Some families were upset as they didn't receive the reward even though it wasn't their fault. It was suggested to change the bench mark to expected % rate. KD explained that different achievements will be celebrated so it will be remain 100% School will continue to give out pencils for 100% attendance

#### Congratulatory letters

Positive letters were giving out to families who were being monitored for attendances as their attendance has improved. It was felt unnecessary that a 'don't do this again' comment was added in at the end of the letter. JW questioned whether this was a standard letter from across the trust or from our school. AB to consult with Alison Rae the education welfare officer to look at the wording of the letter.

#### Publication & access to members of the parent forum to the whole school as a whole

Forum set up initially as there was no parent representation on the IEC. Parent forum opportunity to voice opinions. Suggestion box in the entrance was an opportunity for parents to raise issues but there wasn't always an opportunity to feed back. KD to draft a letter to parents explaining what the parent forum is. AB will ask parents if they would like their name shared with the rest of the parents. KD explained that hopefully there will be a full governing body in place at the beginning of the new academic year. Elections will need to take place in the summer term. Scheme of delegation is generic across SNCAT

#### AOB

#### Blog

Staff photos on website, all classes tweet once a week which show the rich learning taking place throughout the school

#### Building update

Tenders have been approved and AB and KD meeting on Thursday 4<sup>th</sup> Feb. After this a date will be confirmed when building will begin.

#### Masses

First Sunday of the month 11am Cotgrave

Childrens liturgy 10:30 am Holy Spirit

Little Church 10:30am St Annes's

Next meeting – Monday 14<sup>th</sup> March at 7pm.