



## St Paul's Church of England Primary School

Minutes of Parental Consultation Curriculum Meeting held at the school

on Tuesday 12 May 2015 at 18:30

**Present:** Mark Whittaker  
Diane Hides  
Rachel Lee  
Caroline White  
Alistair Bowron  
Lisa Martin  
Leanne Bissett  
Rachel Gosling  
Natalie Dyson  
Ian Edwards  
Mary Buchanan

### Apologies for Absence:

None

1.	<p><u>Item:</u> <b>Pecuniary Interest</b></p> <p><u>Discussed:</u> MW read statement &amp; all attendees confirmed there was no pecuniary interests/conflicts of interest.</p>
2.	<p><u>Item:</u> <b>Confidentiality</b></p> <p><u>Discussed:</u></p> <ul style="list-style-type: none"> <li>All agreed to ensure all discussions remained confidential.</li> </ul>
3.	<p><u>Issue:</u> <b>Overarching Principles</b></p> <p><u>Discussed:</u> MW read the Principles developed at the last Governors meeting and these were agreed.</p>
4.	<p><u>Item:</u> <b>Organisation</b></p> <p><u>Discussed:</u> The published feedback from the Parental Consultation on 23<sup>rd</sup> April was discussed and the following further points were noted:</p> <ul style="list-style-type: none"> <li>The need for the new arrangements to be in place for September is understood and will take place.</li> </ul>



	<ul style="list-style-type: none"> <li>• Group felt that core hours for the Childcare should be 07:30 start and 18:00 finish.</li> <li>• One suggestion is that it could extend to 18:30, but it was agreed that this didn't need to be in place from Day One and would be important to gauge the demand for this.</li> <li>• Flexibility was agreed to be of great importance.</li> <li>• A designated mobile telephone that is answered is important and if possible booking, etc. to be done via the school office.</li> <li>• A fixed hourly rate was thought to be a good idea.</li> <li>• A staff: child ratio of 1:10 appeared good but also depends on how activities and management are organised.</li> <li>• Job opportunities – perhaps parents would be interested in applying for and working at the club?</li> <li>• It was agreed that the new arrangements must be on-site, as the risk otherwise was deemed too much.</li> <li>• Giving current users priority was deemed important, as some current users need the days they currently have, or may need to change jobs/schools.</li> <li>• A discussion was held about the demand and the capacity of the Club. It was felt that there would be significant demand from existing and new patents to the school but given the size of the facilities to be utilised in the new arrangements, this is perhaps not a problem?</li> <li>• One idea is that all children who would be using the club on a frequent or ad-hoc basis should be pre-registered, for ease of future bookings/payments,</li> <li>• Perhaps a rota for staff to be on hand to provide cover would be useful, in the event of unusual spike in demand for the Club.</li> <li>• It was discussed that every half term, parents notify the new Club the likely provision required for the coming half term. This is particularly useful for those parents who work shifts and therefore need to plan childcare provision in advance but with a degree of flexibility.</li> </ul>
5.	<p><u>Item:</u> <b>What's Included</b></p> <p><u>Discussed:</u> The published feedback from the Parental Consultation on 23<sup>rd</sup> April was discussed and the following further points were noted:</p> <ul style="list-style-type: none"> <li>• A clear structure on how the activities within the new arrangements are to be delivered needs to be published.</li> <li>• Asking the children direct what they would like to have is crucial and suggested means to do that included the Student Council and via questionnaires.</li> <li>• Attendees suggested activities such as: <ul style="list-style-type: none"> <li>○ Cooking</li> <li>○ Forest School</li> <li>○ Creative Activities</li> <li>○ Workshops: Dance/Cheerleading</li> <li>○ Sports</li> </ul> </li> <li>• There will be a need to purchase new equipment and games and although the new arrangements will be not-for-profit and any surplus re-invested, one attendee suggested that fundraising could also assist in this, working alongside the PTA.</li> <li>• It was agreed that quiet areas are very important.</li> </ul>
6.	<p><u>Item:</u> <b>Food</b></p>



	<p><u>Discussed:</u></p> <p>The published feedback from the Parental Consultation on 23rd April was discussed and the following further points were noted:</p> <ul style="list-style-type: none"> <li>• Mary read the suggested menu for breakfast and after school meals and it was agreed that these offered the variety and healthy options which parents would want for their children.</li> <li>• It was suggested that at 15:30 children are provided with a basic snack (e.g. fruit juice/ fruit &amp; biscuit) and at 16:30 further food would be provided such as fruit/a drink/sandwich/cucumber/carrots, etc.</li> <li>• It was felt that some parents may like their children to have an evening meal at the Club, but is currently difficult to gauge the demand for that. This may be something to develop once the club is established and running.</li> </ul>
7.	<p><u>Item:</u> <b>Holiday Clubs</b></p> <p><u>Discussed:</u></p> <p>The published feedback from the Parental Consultation on 23<sup>rd</sup> April was discussed and the following further points were noted:</p> <ul style="list-style-type: none"> <li>• It was suggested that the day runs from 8:00-17:00 and is structured: <ul style="list-style-type: none"> <li>○ Breakfast</li> <li>○ Activity</li> <li>○ Post Activity Club</li> </ul> </li> <li>• It was suggested that there would need to be different charging regime in place for those who are there for the full day and those who are just there for the activity.</li> <li>• It was felt that demand will be there for such a holiday club.</li> <li>• St Marys School have their club w/c 10/8 &amp; 17/8 and it was agreed we should have our club in either the two weeks before or more preferably, the two weeks after. Perhaps asking parents which of those weeks is best for them, could help gauge demand?</li> <li>• It was suggested that volunteers would gladly visit the club, such as the Owl Rescue/Falconry, but all need to be DBS cleared, of course.</li> <li>• Sport School could come in and provide sessions</li> <li>• "Lego Man" lives on the estate and would be good to be involved at the Club.</li> <li>• Larkhill could be used for outdoor activities</li> <li>• It was agreed that it would only be open to St Paul's children to start with &amp; potentially extended to others if there are spaces available.</li> </ul>
8.	<p><b>AOB</b></p> <p>Future timetables for Governors decisions and communications were explained by MW &amp; the meeting ended at 19:40</p>