

FOWEY PRIMARY SCHOOL MINUTES OF THE PARENTS VOICE GROUP MEETING 6 NOVEMBER 2013 – 2.30PM

Present: Tom Owen (Gribben), Julie Cherry (Lantic),
Julia Sioufi (Readymoney), Lucy Trudgian (Readymoney),
Laura Phillips (Cannis), Jo Virr (Polridmouth),
Sarah Harrower (Coombe), Chris Wathern (Headteacher/Chair),
Jaine Colwill (Chair of Governing Body), Pat Richards (Clerk)

Agenda No 1	Apologies	Action:
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- 1.1 Apologies were received and accepted from Ursula Corcoran.
- 1.2 CW welcomed Julie Cherry (JC) to her first meeting.

Agenda No 2	PVG Charter	Action:
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- 2.1 CW explained that this document had been drawn up to clarify the role of the PVG representatives. The PVG had received a copy of this document.

Agenda No 3	Minutes of Last Meeting	Action:
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- 3.1 The minutes of the last meeting held on 11 July 2013 were proposed as a true copy and signed by the Chair.

Agenda No 4	Matters Arising	Action:
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- 4.1 **Price of Cakes at Produce Sale** – CW had fed back to staff on this matter.
- 4.2 **Packed Lunch Waste** – CW had reported to staff the proposed action in this matter.

Agenda No 5	Music Lessons	Action: CW
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- 5.1 SH bought up the subject of pupils having to leave academic lessons to undertake music lessons, parents had asked whether the music lesson times could be changed. CW reported that music timetables had been set and these could not be changed.
- 5.2 CW is to go back to the music tutors to ask for rotation on these lessons, and to try and minimise disruption.
- 5.3 Music Tutors have been asked to communicate with parents on their child's progress. Some tutors reported to parents some did not.

Agenda No 6	Photos	Action:
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- 6.1 CW reported in the latest newsletter that some of the school photos taken were poor.

6.2 A re-sit by another photographer was to take place in two weeks.

Agenda No 7	Grab a Grown Up	Action: CW
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7.1 LP had been asked by parents if they could attend this event and partake only in the activity side. CW is to feed back.

Agenda No 8	INSET Days	Action: CW
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8.1 This matter had been discussed at the previous meeting but in addition, CW fed back that collaboration with other schools was being looked at in terms of sharing expertise in joint INSET training.

8.2 A questionnaire/consultation is to be put in place asking parents for their views on term dates.

Agenda No 9	Absence in Term Time	Action: CW
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9.1 The Absence in Term Time forms (Blue) had been changed. CW relayed that where absence requests were not exceptional, these absences would be recorded as unauthorised. This had been met with some understanding.

9.2 The Educational Welfare Officer is to visit the school soon to look at pupil's absence records.

9.3 CW was pleased to relay that requests for absence had reduced within the school.

9.4 JV felt that pupils were not being rewarded for their attendance at school if they had medical conditions or medical appointments. CW is to include medical appointments in attendance records.

9.5 CW went on to say that the class with the highest attendance every term received a £25 reward in their class budget.

Agenda No 10	Change in PE Kit Colours	Action:
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10.1 It was unanimously agreed that navy blue shorts would be introduced for PE kit gradually.

10.2 The transition time is to take place from now until September 2014, where it will become the expectation.

Agenda No 11	Road Safety	Action: Parents
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11.1 CW had received an e-mail from the Managing Director of Roselyn Coaches.

11.2 CW felt that parents needed to ring/write to the Managing Director regarding the unsafe/fast driving of his coaches.

- 11.3** SH asked if the Managing Director should come to the school and see for himself the current situation.

AOB

TO brought up the subject of Oceans which he felt was in very high demand, and places at a premium. CW fed back that this matter was to be discussed at the next Full Governing Body meeting, to look at the financial viability of expanding the facility.

Agenda No 12	Date of Next Meeting	Action: CW
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- 12.1** The date of the next Parents Voice Group meeting is to be set at a later date with all agreeing that Wednesday afternoons were a good time.

There being no further business the meeting closed at 3.05PM