



<p>Members present/ apologies</p>	<p>Present - Mrs Coates, Dan Johnson, Majeda Isaacs, Anne Teurtroy, Katrina Reid, Charlotte Salmons, Sarah Rudloff, Tracey Corley, Alice Kendall, Sam Foord</p>
<p>Mrs Surtees' Return</p>	<p>Meeting was attended by Mrs Coates in Mrs Davie's absence, she introduced herself and her role within IOE, and will be helping with the transition of the change of leadership until the end of May 2020.</p> <p>Mrs Surtees will be taking over as IOE head from next term, she will be supported by both Mrs Chapman and Mrs Coates during the transition.</p> <p>PC voiced that they felt it was a positive step that Mrs Chapman was returning. She is acting as interim deputy head for 2 terms.</p> <p>The PC held a discussion regarding Mrs Surtees return, and how the changes to leadership over the last year will impact on the staff and children at the school.</p> <p>The staff at IOE were praised by both the PC representatives and Mrs Coates, they have been responsive to the change of leadership. They are enthusiastic and already looking at some forward planning, working on new strategies and improving those that are not working quite as well as they could be.</p> <p>Concerns were raised about staff retention having been quite unpredictable over recent years, and would this change disrupt the team further. A discussion was held around the national issues regarding staff recruitment and retention in education.</p> <p>Mrs Surtees is having a meeting with the staff before term ends to discuss the leadership transition and to reassure everyone going forward. No immediate changes will be implemented before September.</p> <p>Mrs Surtees has been made aware of the changes and improvements, since she was last at the school. She has been working in a school improvement role, which has given her skills and experience of other schools, which she will be able to use in her role at IOE.</p> <p>If anyone has any further questions or concerns, they can be directed to Mr Hilton (Director of school improvement) at the ALT.</p> <p>Further updates on staffing are currently being discussed, and an update on the structure of this will be updated after May half term.</p>
<p>Yr 6 SATs</p>	<p>PC raised concern for the year 6 SATS, is the school ready for them with all the ongoing changes happening recently?</p> <p>Some staff attended a course at the end of February on planning for the year 6 SATS. The school will ensure that there are experienced KS2 teachers in year 6, so IOE have confidence in this going forward.</p> <p>The school has changed to a PiXL assessment system, which gauges how the children are doing in real time. This allows the school to monitor where the children have achieved, whether they can move on to other topics earlier, and allows a focus on learning which is tailored to class level and need.</p>

School Gates(ST)	<p>PC raised concern that school gates are being left open for significant periods of time in the morning, even after the class doors and hallways are being locked. The assumption for this is that parents will drop off, potentially leaving children unable to get into their classes, and cause a safeguarding issue, as the gate access was not always being monitored by staff. Similar incidences at end of day were mentioned.</p> <p>It was agreed that the gates would be closed at 8:35 and 3:10.</p> <p>Suggestion of a drop of point for the older children, opening the far gates by the roundabout, with this being an option, it should reduce car park traffic. This will be looked in to for September.</p>
Parking/General Driving on Site	<p>Still concerns for parking and general driving on site, including around the new estate.</p> <p>There have been a few near misses, and damage caused to vehicles. The car park is for staff only. Parents and visitors are able to use it at the moment due to the size of the school. However, if the driving is not courteous or safe, the school will consider closing this for staff only. This includes the use of indicators, parking on the paths, use of mobile phones and obstructing the road.</p> <p>A few options / suggestions from PC were :</p> <p>Staff could be asked not to park in the layby areas, and to use the car park, this will free up the lay by areas and as the staff are generally on site first, this will reduce the flow of traffic through the carpark.</p> <p>The suggested drop of point at the roundabout for older children as a turning circle but this is not school property and will eventually be a road.</p> <p>In April the ALT are relocating, this will free up spaces nearer the roundabout.</p>
Cycle Proficiency (DJ)	<p>Discussion around the possibility of the school arranging a cycling proficiency. IOE has already booked this for year 5s in the summer term and for 5/6 next academic year.</p> <p>It will consist of a day training run by the Bike-ability scheme. Children will be asked to bring their own bike in, topics covered will be, bike maintenance, and riding competence - there will a form of grading via a badge system, depending on ability.</p>
The Daily Mile Initiative (TC)	<p>There was some thought into this previously, but PC would like this revisited for the warmer weather.</p> <p>Miss Falconer, PE lead, is already looking in to this, plans to arrange a 'wake up shake up' for Reception and year 1 as well.</p>
Website (AK)	<p>The PC would like the relevant section of the website updated, pictures of the current year and class reps to be put up, as some of the years are still unrepresented. This gives those classes information on who to approach to raise concerns, or discuss topics wanting to be raised at the next PC meeting. KC asked for the PC to send her the update profiles for the website.</p> <p>The website was previously discussed, PC would still like to see a new parent section, with commonly asked questions.</p>
AOB – YR 6 Residential	<p>Year 6 residential trip will be planned very shortly. The school will keep parents informed.</p>
AOB – Swimming	<p>Miss Falconer is already looking into this, initially for year 6, depending on availability. The school may also consider for other year groups.</p>

<p>AOB - Teacher Parent meetings</p>	<p>It has been noted that there is an increase in parents trying to have informal meetings at the doors during drop off/pick up. It has also been noted that parents are going to the reception desk to request teachers come to speak to parents, just after drop off. Parents should be aware that this is not the most appropriate time to voice concerns.</p> <p>The school would request that anything more than a very brief information exchange, should be emailed for the attention of the teacher, and where necessary a meeting can be arranged. Lengthy conversations distract from the purpose of the staff ensuring children arrive in to the building in a timely and safe manner.</p> <p>Teachers are not able to leave lessons to speak to parents at reception once the teaching day has begun.</p> <p>PC did raise concerns that emails are often not responded to, and this may be the reason that this has escalated. IOE staff will be prompted to ensure communication with parents via email is responded to in a reasonable timescale.</p>
<p>AOB - Lost Property</p>	<p>There are numerous complaints that lost property is at its peak. School and PC agreed that there was a great deal of lost property. All lost property will be available for parents to look through during parents evening.</p> <p>IOE request parents label all clothing.</p> <p>Cloakrooms are still being addressed, and the children will be spoken to about keeping their items in a tidy and suitable place.</p> <p>Concerns that some cloakroom mess is infringing on the fire exit space, and is a health and safety concern that Mrs. Coates has raised with staff and will be monitoring.</p>
<p>AOB – Lunch times</p>	<p>PC asked for some clarification at lunch times. There have been a few incidences that children have reported behaviour in the playground, and felt it was just brushed off and not reported back to the class teacher, IOE will follow this up to make sure class teachers are informed of any behaviours, and that the school behaviour policy is being followed.</p> <p>Children will also be reminded to tell an adult if something happens.</p> <p>All4Sports run sports lunch clubs for the children to take part in like dodgeball, football, agility etc. However due to the weather, some of these activities are temporarily on hold as the field is quite muddy at the moment.</p>
<p>AOB – Mrs Fielding</p>	<p>Mrs Fielding is taking time to recuperate; at present IOE are unsure of her return date, but she has the support to take as much time as she needs before returning.</p> <p>PC would like to arrange a card and a donation box to show our support on behalf of all of the parents.</p> <p>*UPDATE* There is now a Just Giving page that Mrs. Fielding has set up should you wish to donate to this instead: https://www.justgiving.com/fundraising/laura-fielding3</p>