

**St Luke's C. of E. Primary School Parent Council  
Minutes of the Meeting held 15/03/2024**

**Attending:**

**Staff:**

Dan Bates (Deputy Headteacher & SENDCo)

Hannah Jones (Admin Assistant)

**Parents:**

((Class rep Yr R) Ruth Dawson	(Line parent Yr R)
(Class rep Yr 1) Mel Tanfield	(Line parent Yr 1)
(Class rep Yr 2) Laura Eden	(Line parent Yr 2)
(Class rep Yr 3)	(Line parent Yr 3)
(Class rep Yr 4)	(Line parent Yr 4)
(Class rep Yr 5)	(Line parent Yr 5)
(Class rep Yr 6D) Gavin Stamp	(Line parent Yr 6D)
(Class rep Yr 6L)	(Line parent Yr 6L)

**Agenda:**

1. Welcome and Introduction
2. Matters arising from previous meeting November 2023
3. Parent Survey
4. Premises update
5. Items from Class Reps
6. AOB

**1. WELCOME & INTRODUCTION**

- 1.1.** Mr Bates welcomed the parents to the Parent Council meeting and thanked them for attending this year.

**2. MATTERS ARISING FROM PREVIOUS MEETING NOVEMBER 2023**

- 2.1.** Minutes from the previous meeting; there was a question regarding school trips to Thames Young Mariners. DB investigated reasons for why we no longer take children on this trip.
- 2.2.** ParentMail booking system for parents evening and the reasons why.
- 2.3.** Increasing time slots is not feasible for both logistics and for the staff.
- 2.4.** TTRS is a great resource for getting children practising the times tables and want our children to have a solid foundation in these.

**3. PARENT SURVEY**

- 3.1.** DB highlights the links to the results of the Parent Survey. Questions are based on the OfSTED questions but are also useful for the school to get feedback from parents.
- 3.2.** We also do staff and pupil surveys. The results are overwhelmingly positive from all the responses.

#### **4. Caterlink**

We can go back to three choice menus in September because we will be reducing our number of classes by one with the bulge class leaving. This frees up the kitchen staff to be able to produce a wider range.

#### **5. PREMISES UPDATE**

- 5.1.** Hopefully you've had the chance to admire the new shade on the main path into school. This area will be repaved during the Easter holidays.
- 5.2.** Solar panels - DB and the Governors have been investigating the possibility of solar panels on our south facing roof. The projection is that approx a third of our electricity will be produced from the solar panels and, although a big investment, we are hoping ethically and financially it will be a bonus for the school.
- 5.3.** We're hoping to get them installed to use in the good weather this summer. The main delay to the project is having the work done to allow electricity to be fed back into the grid. The actual installation should be fairly quick and we hope for it to happen in May half term or in the summer.
- 5.4.** Questions from a parent: How long do they last? What is the ongoing maintenance? There is a 25 year lifespan on panels. They do degrade slowly, mainly to do with the glass being scratched. Projected over 25 years and we've looked at costs based on a 10 year life span. We have been advised that solar technology is moving so quickly it may be worth replacing them sooner. We're looking at approx £130,000 profit over the 10 years. Maintenance and monitoring is approx £4500 over the 10 years.
- 5.5.** Running costs are relatively cheap.

#### **6. ITEMS FROM CLASS REPS**

**6.1** School dinner booking - can it be opened up for a full term of booking rather than a half term? Unfortunately, we do not have any administration over the ParentPay system. Action: Office staff to follow up the possibility with Caterlink.

**6.2** Parent feedback was that they would prefer the three choice menu and the consensus was that parents will be pleased to hear the three choices are coming back in September.

**6.3** Parents' evening booking system - most of the questions had already been covered. It was hard getting bookings together for multiple children. DB noted that no system is perfect and we can only choose the best we can. We are still in a contract with ParentMail for approximately 18 months and will review the systems then.

A parent noted that the Nursery parent's evening was logistically very difficult being on a different day. DB responded that the school does not anticipate this happening again; it was due to the lead Nursery teacher's availability as she works part-time.

There was also confusion for Year 6 parents over having their Year 6 child with them for the parent's evening. This will be noted for future years to be communicated with parents.

#### **7. A.O.B.**

- 7.1. Thanks from the Year 4 parents for putting on more clubs for them - it is appreciated and the parents felt listened to.
- 7.2. Can ParentMail be linked to Apple Pay/Google Pay? **We will give feedback to ParentMail but it is not within our control.**
- 7.3. World Book Day - why is it not on WBD itself? We also understand the need to keep costs down for parents but some felt that using a word as the basis for the event lost the spirit of the day.

**Thursday is P.E. day and it would be difficult and messy to have all the costumes involved in changing for P.E. Using a word makes it easier for parents, keeps costs down and prevents it becoming a "buy a costume from Amazon day," which it has felt like at times. School revisits the event each year so we will give consideration to changing it next year.**

**Children still had a really fun day, they worked in their house teams across age groups and did lots of activities based on books and reading. Also, had the book theme plate decoration competition. We try to do our own clothes days on Fridays but we take the point that it is slightly missed by doing it on the Friday.**

One parent noted that the word is great as it makes it much easier and reduces the consumerism surrounding the day. Might be nice for the children to be able to bring in their book as part of the day.

The children were off curriculum for the day so they did a lot of activities to do with reading and the year groups were mixed together. For our SEN children it generally is an easier way for them to access the day.

- 7.4. Holiday club - not offering the second week in Easter. Understand the reasons for this. DB confirmed that the Easter holiday club has always been one week and two in the summer. We're waiting to hear about the summer club as we are hoping the hall windows will be completed this summer.  
**We did two weeks of Easter camp in 2022 as a post Covid measure. Take up was very low and the school lost money.**
- 7.5. Any implications for the school with the bulge year going? There are financial implications obviously, but generally the benefits outweigh the negatives as there is more space in the playground, lunchtimes will be less busy etc.
- 7.6. Next meeting is 28th June