




Bandon Hill Parent Partnership Agenda October 2024



Meeting Start 2.00pm

Focus	Who?	Time	Discussion notes	Key actions
Welcome	RH	2.00	Thank you for attending Introductions around the table AM, ES, SS, JB Apologies from Mrs Harris (illness)	
Membership & Meeting	RH	2.05	<ul style="list-style-type: none"> With changes to the Parent Partnership group, there is a need to recruit more members. A wider voice will provide us with a more balanced view of what we need to focus on as a group moving forward, to improve the school. 	<ul style="list-style-type: none"> RH to advertise new roles on the Bandon Hill Bulletin (with expectations and dates) and current members to ask via whatsapp groups. New members are encouraged to email the office FOA Mrs Harris
Membership & Meeting	RH	2.10	<ul style="list-style-type: none"> Learning from last year: often the parent views were often at the end of the agendas. 	<ul style="list-style-type: none"> Mrs Harris to ensure that parent discussion points are at the beginning of each agenda. Mrs Harris will also send out an invitational letter with the date, time and agenda Google Survey, four weeks prior to the next meeting.
Communication	RH	2.15	<ul style="list-style-type: none"> Parents appreciate how many emails come through the office and how hard this must be to manage. Discussion surrounding how this can be streamlined. 	<ul style="list-style-type: none"> RH to write to parents to explain that the contact book is the best way to get a message to a teacher Office to add a reminder to the auto reply to suggest replying via contact books
Whatsapp Groups	RH	2.20	<ul style="list-style-type: none"> Whatsapp groups are often flooded with the same questions (what are the term dates, what are the PE days, when are the trips etc) 	<ul style="list-style-type: none"> Mrs Harris to signpost key information on the newsletter on a weekly basis. Some dates which are occurring soon and some which are longer term (eg. Term Dates)
PE Uniform	RH	2.25	<ul style="list-style-type: none"> Last year, the group discussed changing PE days back to 2 days, rather than PE on one day. Confirmation of this was not then communicated to parents and carers. 	<ul style="list-style-type: none"> Mr Hopkins to discuss with leaders (in this instance, Miss Hatchett) of how key information needs to be shared with parents and carers. This could be in the newsletter or also in the parent information afternoons at the start of the year.
Cladish	RH	2.30	<ul style="list-style-type: none"> Some items of uniform at Cladish have not been available for ten weeks. Caps and larger PE shirts, in particular. 	<ul style="list-style-type: none"> Mr Hopkins contacted Cladish to understand the problems they are facing. Mr Hopkins to explain findings at the next meeting.
Wrap Around	RH	2.35	<ul style="list-style-type: none"> Wrap around cancellation is currently two weeks. Could this be less, with a legitimate reason for the cancellation 	<ul style="list-style-type: none"> Mrs Harris to discuss this with the office team and alter the system if necessary. Mrs Harris to report back to PP group at next meeting
MCAS	RH	2.40	<ul style="list-style-type: none"> MCAS has the ability for parents to log absence on the app, rather than phoning in or emailing. Is this something that can be set up at Bandon Hill? 	<ul style="list-style-type: none"> Mrs Harris to discuss this with the office team and alter the system if necessary. Mrs Harris to report back to PP group at next meeting

 <p>Opening Mornings</p>	RH	2.45	<ul style="list-style-type: none"> Are Reception open mornings happening again this year? Are Year 1 open mornings happening again this year? Last year, 30 minutes seemed fairly short for these. Could we make them longer, perhaps 45 minutes? 	<ul style="list-style-type: none"> Mr Hopkins agreed these were fantastic initiatives last year. Mrs Harris will find dates for these to occur towards the start of Autumn 2, giving parents at least 4 weeks notice. In Reception and Year 1, there will be two sessions each. One at 9.00am and one at 2.30pm. Mrs Harris will send out a letter relating to this as soon as possible..
Opening Mornings	RH	2.50	<ul style="list-style-type: none"> Christmas Craft Day was a real success last year. PP group discussed potential Easter Bonnet Day and Art Exhibition, after the success from last year. 	<ul style="list-style-type: none"> Mrs Harris to select dates for these and communicate them to parents.
Meeting End 3.10pm				

Actions to be discussed at Meeting 2

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