



## Minutes

Meeting \_ 21 November 2024 \_ St Joan of Arc staff room

### **Present:**

Ben Fuiava, Asst Headteacher  
Lindsay Christie, Board of Governors  
Pippa Greenbank, Year 6 rep  
Maria Smith, Nursery rep  
Chris Sudall, Year 5 rep  
Natasha Davey, Year 2 rep  
Sophie Whitehouse, Year 3 rep  
Gill Auld


### **Apologies from:**

Fiona Shaw, Year 1 Rep  
Delphine Marsan, Reception rep

BF welcomed everyone to meeting.

### **Item 1: Update on actions arising from minutes of last meeting**

- BF has checked reading corners and there are mindfulness books in all for children to use
- As Ms Newman is on maternity leave, the wellbeing co-ordinator role is moving over to School Council. BF will progress this.
- Delphine met with Miss Campbell and the booking help document for ASC has been updated.
- BF confirmed trips for this year have been planned and are very exciting. SLT and staff have discussed the idea of a residential trip. Apart from the cost issue, a residential trip requires the Year 6 staff to agree to those days away and some are not able to do so as they have young families. Sending staff who do not know the children well is not ideal. LC also noted that Miss Campbell has experienced some H&S issues in the past on residential trips



and so it requires very experienced staff to attend. BF confirmed this year we will continue with activity week – perhaps looking again at residential in future. PG noted that no parents had mentioned it in Year 6 – and that they were all focussing on the Year 6 camping trip which is organised by parents. BF asked how much this trip costs – PG will forward details – as it is perhaps something the PA could look to fund for any child who cannot go.

- BF confirmed that details of parent meetings and communications will be included in the newsletter.

**Action:**

BF will liaise with school council re wellbeing co-ordinator.

PG will send BF info on Yr 6 camping trip

As there were no further issues arising from minutes of last meeting, these were accepted.

**Item 2: Safeguarding issue**

Issue raised by Year 5 parent:

"Please could you raise the issue of the church doors during school mass, Christmas play rehearsals, etc They need to be closed or at the very least guarded. It's just common sense and very little to ask, considering it could have a big impact on safeguarding our children when they are in a very vulnerable area."

LC suggested the in consideration of some recent incidents, some additional monitoring of this space is a good idea. CS suggested that a staff member could remain at doors/foyer while the children were inside. BF agreed this was a good idea and will action.


**Action:**

BF will let staff know to organise a staff member to remain in church foyer while children are at Mass or rehearsing.

**Item 4/5: Ongoing issues with Magic Booking and Extended Hours capacity vs demand**

Issues raised by Year 2/3 parents

CS will forward GA to results of the ASC booking survey. SW has also done survey and can forward results. ASC booking is still a problem – this is on agenda later in meeting. LC stressed that most useful next step will be to obtain actual data to identify whether the problem is one of capacity or the booking process. BF added that the ASC is always full except for Fridays. SW said that the main issue was the unpredictability of securing a place, especially for families who reply on it for childcare when working.



LC noted that there is also a transparency issue where the system and process is not clear for those who do not get a place on Sunday night. SW said that although this is an ongoing issue, it is now starting to cause kickback and ill feeling among parents – it is causing a lot of upset.

BF noted that we had previously thought to escalate this to a separate session which should include Ms Cumpstey. LC agreed – she has researched what other schools offer locally and Ambler and Newington Green have fewer AS childcare places but have more clubs which are run separately – clubs run only until 4pm and are not in the same space. This could be something we consider and manage both under separate systems. BF will set up a working party to include Ms Cumpstey, key reps and Liam.

**Action:**

BF will set up working team to consider issues around ASC.

**AOB**

SW noted that some children regularly do not bring in fruit to have in junior classes, and so are being left out. PG suggested that the PA could cover cost of a fruit basket which would provide some for those children who do not have any – and BF suggested he remind parents in the newsletter that Junior class children do need to bring fruit in every day.

MS asked if it would be possible to consider the families who only attend nursery Monday -Wednesday when booking photographer to come into school. If it's a Thursday, then they miss out.

ND asked if it would be possible to have feedback on how children are progressing in clubs – eg chess club.

**Action:**

PG will ask if PA committee could fund extra fruit.

BF will include a reminder in the newsletter.

BF will note to avoid Thursday for Nursery photographs

**Dates of meetings for 2025:**

**Thursday 13 March, 8.40am**

**Thursday, 3 July 8.40am**