



**Minutes of Meeting 12.10.23**

<p><b>Start of the year reflections – getting to know you</b></p>	<ul style="list-style-type: none"> <li>• Good to meet the teachers and see the classroom.</li> <li>• Good to meet teacher on name to name basis.</li> <li>• Useful to share information.</li> <li>• Welcome to Year X booklets were well received. These had photos of staff and classrooms.</li> <li>• Overviews were really useful – particularly with the focus texts that the children are reading within school.</li> <li>• Nursery stay and play session were great – unfortunately 1 was cancelled due to strike day.</li> <li>• Nursery will trial a time to shine focusing on Nursery rhymes.</li> <li>• Good that school trips have started.</li> </ul> <p>Next Steps Please can reading book changing systems be made explicit? Please can we know which days the children will be attending the library (this will also be the library book change day). Parents are keen to know how we teach reading and the strategies that we use within school. Is there an agreed Raffle tickets system for home reading?</p> <p>Action:</p> <ol style="list-style-type: none"> <li>1. Doug to speak to year groups to find out exactly how/when books are changed.</li> <li>2. Doug to find out library days for each class</li> <li>3. Circulate the How we teach reading at Old Town document.</li> <li>4. Doug to speak to Luisa Cameron about when the supporting early reading workshops will be running.</li> </ol>
<p><b>Communication/dates for diaries</b></p>	<p>Arbor sends 2 texts per parent and this can sometimes be hard to read. If you have two children ensure that the specific year group is in capitals.</p> <p>Action:</p> <ol style="list-style-type: none"> <li>1. Doug to speak to Emma with regard to Arbor messaging and see if duplication can be avoided. COMPLETED. Emma has now changed the settings to one message per household, not per child 😊.</li> <li>2. Doug to speak to Emma about ensuring that emails and texts have the year group in capitals at the start of the message.</li> </ol>
<p><b>School Improvement priorities: Values</b></p>	<ul style="list-style-type: none"> <li>• Feedback on values was really positive.</li> <li>• Parents have felt involved being kept up to date on the work that is developing with regards to the school values.</li> <li>• The group felt that it is important we teach our children how to be good citizens – these life skills are just as important as doing well academically.</li> <li>• We talked about the values stickers and it was considered that as these will now underpin everything we do at Old Town, small metal badges would be better – children could then work towards achieving the whole set. Also stickers fall off and get damaged easily.</li> </ul> <p>Action:</p> <ol style="list-style-type: none"> <li>1. Amy to point Doug in the direction of a badge maker.</li> </ol>

	2. Work towards replacing the stickers with small badges.
<b>Walking for reading</b>	<ul style="list-style-type: none"> <li>• BCP have not made life easy in terms of booking the Poole Park Pavilion or Cricket pitch.</li> <li>• We discussed alternative locations such as Oakdale, but decided than an event on the school site would make life easier in terms of ensuite facilities. This would also allow for Nursery to be involved.</li> <li>• Walk for reading will take place on world book day.</li> <li>• Children to dress as their favourite book character.</li> <li>• Laps of the school site will be completed by a class at a time across the school day.</li> <li>• PFG happy to support/manage the event.</li> <li>• Monies raised could be shown on a totaliser.</li> <li>• It was felt that there should be an annual fundraising event for the school.</li> <li>• Just giving links can be shared to a big audience relatively quickly.</li> <li>• Supermarket fundraising incentives also discussed e.g. tokens for learning resources.</li> </ul> <p>Action</p> <ol style="list-style-type: none"> <li>1. Amy to approach local supermarkets re. fundraising for Old Town.</li> <li>2. Doug to explore practicalities of a walking route around the school site.</li> <li>3. Doug to speak to Family hub to make sure Midwives are not using the space on the date we want to be walking past the windows.</li> </ol>
<b>Christmas offer</b>	<ul style="list-style-type: none"> <li>• Feedback on last years Christmas offer was so positive, we don't want to change anything.</li> <li>• Reception Nativity.</li> <li>• Old Town Christmas at St James for Y1 and Y2.</li> <li>• Minky Moos for Nursery</li> <li>• Panto visit for YR-Y2</li> <li>• Christingle at The Spire for Year 1 and Year 2</li> <li>• Santa visit on party day.</li> <li>• Christmas jumper day</li> </ul> <p>Action</p> <ol style="list-style-type: none"> <li>1. Doug to speak to Carla about the Christmas gift programme. Could the PTA keep this going if no longer running?</li> </ol>
<b>PSHE consultation</b>	<ul style="list-style-type: none"> <li>• As the PSHE consultation is currently open the PFG reviewed a selection of books that promotes diversity across the curriculum.</li> </ul>
<b>School Report</b>	<ul style="list-style-type: none"> <li>• Although some way away, we talked about the reporting template from last year. Lots of positive changes were made to make it more informative about the key knowledge taught to date across the curriculum.</li> <li>• In moving forward, can we include Literacy and Maths statements – whilst included in the letter section of the report, the statements from the Teacher Assessment Framework would be useful to measure the children against.</li> <li>• Can we also include next steps.</li> <li>• How can we ensure that small steps of progress are celebrated for children with additional needs? Could IEP targets be included?</li> </ul> <p>Action</p>

	<ol style="list-style-type: none"> <li>1. Doug and Beckie to work on a template that celebrates those small steps of progress.</li> </ol>
<p><b>AOB - trips</b></p>	<ul style="list-style-type: none"> <li>• It was felt that a spelling workshop would be useful.</li> <li>• Parents find practical workshops helpful.</li> <li>• The class transition booklets were great.</li> <li>• Next year can we include the differences from Reception to Y1 and then Y1 to Y2 -include a timetable. Also a myth bust section.</li> <li>• Would be interesting to build links with year 3 leavers – what is going well?</li> <li>• New uniform provider is proving to be problematic – more expensive. Shrunk. Not good quality. Cardigans coming apart at the seams.</li> <li>• Policies related to teaching and learning would be useful to be emailed out to parents e.g. teaching and learning.</li> <li>• Although a small but mighty group, we would still like to increase membership. Need to continue to try to raise the profile of the PFG.</li> </ul> <p>Action:</p> <ol style="list-style-type: none"> <li>1. Doug to speak to Katy Brunton about spelling workshop.</li> <li>2. Updates to transition booklets in the summer term.</li> <li>3. Curriculum specific polices to be circulated to parents as they are ratified.</li> <li>4. Doug to remind school community (via letter) of the PFG – purpose and how to contact. Will do this when minutes are uploaded.</li> </ol>