



**Parent Council Meeting**  
**Friday 7<sup>th</sup> February 2020, 9am**  
**Portland Road Site**

**Present:**

- |   |   |
|---|---|
| 1. Amy Rogers (AR) – Year 6 Parent & PTA  | 8. Anne-Marie Williamson (AMW) – Co-opted Governor & Year 3 Parent    |
| 2. Gail Clark (GC) – Year 6 Parent & PTA  | 9. Maddie Southern (MS) – Headteacher                                 |
| 3. Lucy Shelvey (LS) – Year 3 Parent      | 10. Robert Nemeth (RN), Councillor                                    |
| 4. Lynsey Ford (LF) – Year 4 Parent       | 11. Belle Howard (BH) – PA to Headteacher & Senior Clerk to Governors |
| 5. Bryoney Thomas (BT) – Year 3 Parent    |   |
| 6. Amanda Middlewick (AM) – Year 5 Parent |   |
| 7. Fayw Crowther (FC) – Year 5 Parent     |   |

**1. Apologies**

- Jeff Nixon (JN) – Chair of Governors

**2. Welcome & Introductions**

- MS opened the meeting at 09:00 with a warm welcome to parents/carers.
- MS thanked Councillor Robert Nemeth for joining the meeting to discuss road safety and parking.
- MS thanked parents for their support during the Ofsted inspection this week and advised that the results of the inspection would be shared with parents as soon as the report is published by Ofsted.

**3. Minutes (13<sup>th</sup> December 2019) - Matters Arising:**

- **Living Wall Hedgerow** – Deborah Griffith is inviting quotes from landscapers.
- **Conference call facility** (to enable parents to dial into Parent's Council meetings) – feasibility is being explored, however there is not currently a suitable speaker phone on site at the school. Participants discussed the possibility of Skype audio calls.
- **Friendship Buddies** – these have been put in place, following training from Safety Net.

**4. Parking & Road Safety**

- MS advised that she recently met with RN to explore options for reducing traffic congestion at both Portland Road and Holland Road sites.
- MS explained that road safety continues to be a priority issue, particularly in light of two 'near miss' traffic incidents with pupils outside school on both sites. Parents/carers also shared multiple examples of dangerous driving/parking they have observed outside school.



- **Road Safety Assembly** – this was recently held for Year 5 & 6 pupils, which is prioritised for this age group as many pupils walk themselves to/from school. MS reflected that this assembly could, however, be adapted for Years 3 & 4.
- **Question – what can we do to incentivise motorists to be more careful outside the school?** RN explained that this can be a challenging issue to resolve as zigzag road markings allow a wait time of up to 5 minutes before action can be taken. RN also noted that some motorists simply stop in the middle of the road when dropping off pupils, which causes a significant hazard. RN suggested that a range of practical options are available, including:
  1. Making the Portland Road crossing more visible.
  2. Regular use of sign boards outside school.
  3. Increased communication/education on road safety outside school.
- Participants noted the increased presence of traffic wardens outside the school this week, which has been a deterrent to unsafe parking.
- Parents/carers then considered the following possible solutions:
  1. Introduce a one way road traffic system.
  2. Introduce electronic bollards, however it was noted there would be a significant cost associated with this.
  3. Extending the metal barriers directly outside school, further along the street. However, RN reflected that this may have unintended consequences.
  4. Zigzag road markings that could be immediately enforceable.
  5. Speaking to 'repeat offenders' about safer parking, however MS noted that this has been tried before and has resulted in some motorists being abusive to staff.
  6. Children from the School Council to draft an open letter on road safety for distribution to the whole school community, but particularly for distribution to 'repeat offenders'.
  7. Enforcing fines for people parking on double yellow lines.
  8. More visual road safety boards to deter unsafe parking, such as:



- MS noted that when the 'please do not park here' road safety boards have been on display outside school, these have also proven an effective deterrent. However, whilst staff have been able to put these out for morning drop off, the school has struggled to staff this task in the afternoon.



- MS suggested introducing a **rota of parents responsible for putting the road safety boards out towards the end of the school day**, with a view for the caretaker to collect these in once he comes on duty. Parents/carers agreed with this approach.
- The following actions/next steps were agreed:
  1. **Adapt the Road Safety Assembly and deliver this to Years 3 & 4. (MS)**
  2. **Road Safety Team to be invited to deliver pedestrian training to Y3 children. (MS)**
  3. **School Council/Year 3/Travel Ambassadors to draft a road safety letter (MS/SLT)**
  4. **Order 'cartoon children' road safety banners. (MS)**
  5. **Rota for parent/carer volunteers to be established, to allocate responsibility for putting out road safety boards at the end of the school day and handing out letters. (Parents)**
  6. **The feasibility of establishing a Road Safety Working Group to be explored by the Senior Leadership Team, with a view to include interested parents/carers and RN. (MS/SLT)**
  7. **Align with West Hove Infants School to ensure a collaborative approach to road safety. (MS)**
- **RN then left the meeting.**

#### 5. PTA

- PTA Disco is scheduled for 19<sup>th</sup> March.
- Workshops will be held in the Summer Term.
- MS expressed thanks to the PTA for their efforts to raise funds for the chairs and headphones, which are now in use in the ICT Suite.
- The Buddy Bench is also in place in the playground.

#### 6. Playground

- Focus will continue on establishing play workshops, utilising the play equipment that is currently in place.

#### 7. Issues from Parents/Carers

- **6 Yellow** - Concerns raised about communications related to the class teacher absence. MS confirmed that letters have been issued on a weekly basis regarding their phased return, which will continue as needed.
- **Daily Mile** – queries raised about the frequency of this activity. MS confirmed that this typically occurs 2-3 times per week, per class. Work is also ongoing to raise the profile of the Daily Mile, to ensure this is prioritised in the school timetable.



- **Water Bottles** – query raised about whether children are allowed to use these in class. MS confirmed that children are allowed to use these throughout the day.
- **Boys Toilets** – concerns raised about the outside toilet facilities, given reports from children that these are being regularly vandalised. MS explained that work is being done to address the drainage over half term and a toilet log has been introduced, making it easier to track when issues arise. MS also indicated that this issue would be raised during a forthcoming assembly.
- **English Workshop (4<sup>th</sup> Feb 2020)** – Parents/carers noted that this was a particularly useful session and asked whether some of the supporting materials, e.g. the Grammar Glossary, could be shared via Ping. MS advised that the afternoon English Workshop, which had to be cancelled due to the Ofsted inspection, will be rescheduled shortly.
  - **Action** – MS to share English Workshop materials and supporting resources via Ping/the school website.

**8. AOB/Date Of Next Meeting**

- Next Meeting – **Friday 27<sup>th</sup> March 2020, 9am @ Portland Road.**