**Minutes of St John of Jerusalem School PTFA Meeting**

**Thursday 20 September 2018, 9:10am**

**Present**: Lisa-Raine Hunt (Chair), Claire Skrine (Treasurer), Estelle Wilson (Secretary); Tricia Lewis, Carly Richards (Staff representatives); John Onigbinde (Parent Governor); Julianah Adewole, Ruth Bowman, Sally Buttery, Lisa Clements, Melissa Herbert, Denise Hussey-Bergonzi, Mariama Kah, Yeabu Kpaka, Raby Sylla, Anne-Marie Warsop, Mausi Wusu (Parents, Grandparents and carers).

1. **Welcome & Introductions:** Lisa-Raine welcomed all to the meeting, and reminded us of the purpose of the PTFA to forge links between parents, carers and the school, and to help support the work of and fundraise for the benefit of our school. Introductions were made.
2. **Questions from parents/carers for the start of term:**
3. **Is there a framework of what children are supposed to learn/attain in the first term? Are there tests?**

Every child should have brought home a letter outlining the curriculum plan for their class for this term. Duplicate letters may be obtained from the office or class teacher. Reading records are in each child’s book bag, for the parent/carer to comment in. There is an average attainment level for each year group, and during the term the individual levels/needs of each child will be assessed. There may be informal tests at the start of the year and more formal tests towards the end. It was stressed that any questions or areas of concern can always be talked about with the class teacher, and this is best done after school.

1. **Is it possible to have the community garden (immediately outside the school gates) locked at night?**

Concerns were raised by several parents/carers as to mess left in the garden by dogs/drinkers/people sleeping rough. Gardeners had not been able to use the beds/have children use the beds due to people having used them as toilets. Bins often overflowing.

Although the garden was used by local families during the early evening, it was felt that the gates should be locked to prevent other people spoiling it in the later evening/overnight.

The garden is not owned by the school, nor by Hackney council and so we are not sure who to liaise with at the moment, more investigations will be made. The garden is there for the benefit of the Kingshold Community.

Action: Claire and Lisa-Raine to look into who owns and has responsibility for the garden. Anne-Marie to take photos of the garden and speak to her contact who deals with Open Spaces.

1. **Concerns were raised that fruit was not being served at breakfast club.**

Staff confirmed that fruit was available at breakfast club (although not always taken up by the children!). Fruit usually arrives on a Tuesday so will not always be available on Mondays.

1. **Activities:**
2. **Black History Month:** October is black history month. Tricia is co-ordinating this. It will culminate in a cultural evening on Thursday 1 November, 3:45-5pm, celebrating “Heritage, roots, rhythm and records”. There will be musical performances and displays of art work. A letter will be given to the children next week, giving more information and asking for donations of cardboard boxes, etc (that can be used in art projects/to make drums, etc).

Parents also suggested: wearing national dress, having a catwalk parade accompanied by drumming, hair wrapping demonstrations, bringing national food to share, sharing/teaching personal stories. Parents and staff were keen to see the history of all black cultures represented (eg Caribbean, Windrush generation and African). If national dress/food was to be incorporated, then children/parents of all cultural backgrounds would be welcome to share their own heritage.

Action: Carly to ask Tricia (who had to leave the meeting before this point was discussed) if some of the suggestions above could be incorporated into the cultural evening.

1. **Craft activities after school:** The possibility of running occasional after school craft sessions was raised, with a small donation eg 50p per child, to cover costs – perhaps once a month, focussing on a festival, eg Halloween, Christmas, etc.

Whilst the idea of craft sessions was generally approved, it was noted that sensitivity would be required in choosing appropriate activities/festivals – for example some parents would not be happy to celebrate Halloween.

Action: Lisa, Claire and Nisa to discuss further.

1. **Film nights:** It was noted that **t**hese have been popular fundraisers in the past, though do require good numbers of volunteers to manage the large numbers of children involved. Depending on the film chosen, it may be better to split KS1 and KS2 children to maximise enjoyment, although some parents are also keen to try a mixed age group film again. Possible films suggested: The Incredibles 2, Hotel Transylvania 4, Trolls, The Greatest Showman (KS2). Denise, Sally, Mel, Yeabu and Carly (if not Tuesday) offered volunteer help.

Action:Lisa-Raine to approach school re: suitable dates/classrooms available.

1. **Christmas cards:** There will be the annual option to have your child’s artwork (made in school, or independently if preferred) printed into packs of Christmas cards. Each order placed helps raise money for the school. The deadline for artwork and orders is earlier this year – half term week – as this is the only slot the printer has available.

Parents suggested it might be nice to have a display of the children’s artwork and combine with a coffee morning/mulled wine/other event.

Action: Teachers to organise artwork for cards during class time. Claire to process orders and assist any parents who need help with this. Further use of the artwork to be discussed at future meeting.

1. **SEN Coffee Mornings:** Previous attempts have been made to hold coffee mornings focussing on SEN (Special Educational Needs), but they have not been well attended. They are meant as opportunities for learning and sharing, and are open to all parents and carers (not just those with SEN children). Carly could invite an EP (Educational Psychologist), school nurse, speech and language therapist or other specialist to come and talk to an interested group, but stressed this would only be deemed good use of time and funds if sufficient numbers of parents/carers were committed to attending. It was suggested perhaps having a purely social coffee morning first, with no external speaker, would be a good preliminary step to gauge interest.

Action: Lisa-Raine to liaise with Carly and suggest date for coffee morning.

1. **Any Other Business:**
2. **WhatsApp Parents group:** Parents and carers were reminded of the school WhatsApp group, and invited to join if not already a member, by giving their mobile number to Lisa-Raine, Claire or Estelle, who administrate the group. It is open to all parents and carers, and is a useful way to keep in touch, advertise school events, etc.
3. **School Christmas Service:** Parents raised concerns about the school Christmas service being cold and children needing to sit on the floor.

Action: Lisa-Raine will discuss with staff and feedback at next meeting.

1. **After School Care:** Parents raised interest in exploring the options for after school care again. To be discussed in more detail at next meeting.
2. **Further activities:** Due to the constraints of time, discussion of the Christmas Fair and further activities to be postponed to next meeting, date tbc.

Lisa-Raine thanked everyone for attending. The meeting ended at 9:50am. Next meeting date to be confirmed.