

Minutes from the School Consultative group meeting on Tuesday 15th September 2009

18.30 – Gharaffa.

Present: Pauline Markey, Julian Cottenden, Jan Leeman, Hilary Oldham, Renu Ballantine, Eliza Romaniuk, Jeanette Verspui

Apologies : John Todd

- Introductions
 - No matters arising from the minutes of the previous meeting.
1. **Minutes** to be posted on the website to reduce pare use and wastage. Request that in the next newsletter, reference is made to the SCG minutes being available on the website.

 2. **Parent Welcome Group** – Jeannette and Pauline reported that the new arrangements worked much better and ran more smoothly that the previous year. The Welcome Group will continue this year. Jeannette will write the tasks of the Welcome Group after consulting Kristin Roscherr (new chair of the Welcome Group). ACTION: Jeannette.
Social Committee – Will wait to receive PARENT INFORMATION before progressing this committee. Information given by parents, re offers of help for example, is very useful to class mums and class teachers. There was some discussion about how this information can best be used in support of learning in the classroom. Should aim to set up Social Committee this term. First meeting arranged by Pauline; after that the Social Committee should run on its own with a contact person from school. ACTION: Pauline.

 3. **Al Rayyan Campus – news and communication with parents.** Julian handed over a summary of developments at Al Rayyan and gave an explanation about the hard work that has been done over the summer at that campus. View expressed that whilst Al Rayyan parents were kept informed of developments, or lack of developments over the summer, it would have been helpful for all parents to have that information. Jeannette and Renu said that they were asked questions by parents over the summer and did not have the information to respond. Suspect that this may have dented the credibility of SCG.
Request for earlier communication with parents about time-scales for future developments at Rayyan and the impact on Gharaffa. Updates should go to all parents G and R.
In future separate SCG for Rayyan when it reaches an appropriate size.

 4. **Report from John.** Was informative and well received.

5. **New SCG Members.** Jeannette suggested 5 CISD staff members and four parents, 3 from Gharaffa, 1 from Rayyan. The following time-frame will be employed with brief presentations being given before curriculum information evenings at both campuses. 29th September at Rayyan (NOW MOVED TO OCT 14TH) (by Jeannette and Renu), 6th Oct at Gharaffa (by Jeannette and Eliza). 7th Oct election/nomination forms issued. 13th Oct, elections conducted. Jeannette and Renu will make an information letter to all parents. ACTION: Jeannette and Renu.
Jan asked about the period of tenure for staff reps. Terms of reference were consulted. 2 years was the answer.

6. **Dress Code for parents.** Continuing concern about the dress of some parents in and around the school, which does not show respect for Islam and local culture. After some discussion it was decided that the best way forward was to include a list of cultural do's and don'ts in a future news letter.

7. **News from parents members.** Reported that there had been a very positive response to the developments at Gharaffa over the summer, particularly the library and the new reception area which parents felt gave a more professional impression. Busses. Renu raised a number of concerns about the bus service, reliability, communication between school and parents in the event of delay and what happened to the children in the event of a delay. These were prompted by an issue today. The Rayyan Art trip returned late with the knock-on effect that there was a 45 minute delay in the normal service.

There was general agreement that the bus service and its impact on the children/school was an issue. In relation to the particular incident, Pauline said that she had been with the children in A/C conditions and with access to water. Every effort had been made to contact parents. It was normal practice to do so. Pauline also pointed out that CISD was not responsible for these buses (other than the Gharaffa to Rayyan Campus routes) It was agreed that the best approach was for both parents and school to express concern to Trilogistics whenever there was a problem.

Request by Year 5 and 6 girls for locks on the toilets – ACTION: Pauline

To avoid duplication of paperwork and the waste of paper resources documents and letters should be given to the youngest member of the family. ACTION: Pauline and Julian.

Max number of children in class. Pauline reported that working maximum was 22, absolute maximum is 24. There are currently two classes with 23 pupils.

ECA's question Renu asked why no activities are offered on Monday and Thursday. Informed that Monday is staff meeting evening and that evidence shows from past experience that Thursday ECA's dwindle because everyone is tired and often people want to get way quickly for one reason or the other, including staff. Renu then asked why there was no Spanish programme being offered when German was. Pauline said that this was not an ECA, but was a private arrangement. She also said that ECA's should be fun activities at the end of tiring day and not regarded as an extension of the curriculum.

8. **News from Teachers** – Pauline reported that the term at Gharaffa had got off to a very positive start. Julian said likewise for Rayyan and circulated a short document outlining student and staff numbers and events so far this term.
9. **Next Meeting** – Tuesday 10th November 18.30 at Gharaffa. Following meeting on Tuesday 19th Jan 2010, 18.30 at Gharaffa.

Meeting closed at 20.05

J. B Cottenden 16th Sept 2009