

Minutes

<u>Meeting:</u>	School Consultative Group
<u>Date and Time:</u>	19 th January 2010
<u>Venue:</u>	Staff Room
<u>Attended by:</u>	Jeannette Verspui, John Todd, Pauline Markey, Julian Cottenden, Hilary Oldham, Jan Leeman, Renu Ballantine, Dion Ellis
<u>Apologies:</u>	-
<u>Minutes Taken by:</u>	Hilary Oldham

1. Opening of the meeting by the Chair.

New member Dion Ellis, parent of Keegan in Y7, welcomed.

Minutes of last meeting agreed.

2. Three year improvement plan

The plan is under review and will be sent to the SCG within the next 3 weeks.

Question of fire safety answered by John: The school has evacuation drills and a Health and Safety review is to be carried out. There is an annual inspection by Civil Defence and the alarm system is to be tested monthly.

Question of communicating the three year plan to parents: John will put a piece in the newsletter and post the plan on the website.

3. Al Rayyan Campus News

The delay in granting permission for the new buildings is under discussion at the Emiri Diwan. Input is being made at the highest level.

The school is taking applications from new students but offers of places are not being made.

It would be possible to accommodate year groups 7 to 10 in the present Rayyan buildings from September 2010. Ideally the school would like to reduce the number of classes at Gharaffa by relocating some EY – Y6 classes to Rayyan.

No decision has been made on Compass becoming an embassy school. This option is still under consideration.

4. Recent School Developments (John's report)

In reply to Jeannette's question, John explained that Miss Johnson's new role as Head of Learning was internal and did not involve parents. It would involve looking at the quality of learning, giving feedback and setting targets within both schools.

John will explain in the newsletter how parents can access the school's collection of Professional Development books.

John would appreciate feedback from parents on making the school website easier to navigate. It was suggested that perhaps a parent could be found who would share their expertise in website design.

A new Business Manager started at the school today. John hopes that the school's financial systems can now be improved.

5. Class Parent Representative's meeting with Pauline

Jill Chomowicz and Pauline are now meeting weekly to discuss issues raised by the Class Parents. Feedback to parents from these discussions is now taking place and Pauline is writing a "Hot Topics" article for the newsletter. The system seems to be working well. Renu suggested we prime a successor to Jill, given the volatility of the school community.

6. Election of new SCG parent members

Jill Chomowicz and Selma have been nominated. Both ladies have provided resumes which will go out in election letters next week. Voting will take place over a period of days and parents who are unable to visit the school in person will be able to take part.

After the election, in the light of experience, John and Jeannette will write an election procedure for the SCG constitution. Renu suggested that an information pack be prepared for new parent representatives.

Action John and Jeannette

7. News from Parent Representatives. Trips to Oman and Fujairah – Jeannette said that quite a few parents complained to her about the amount of money for the trip. She raised the question whether should school do more to organize fundraising or leave the initiative to the children and their parents? John reiterated that the school is not permitted to carry out fundraising for such trips but would support any initiatives led by parents. It has to be accepted that cultural reasons mean that some children will not be able to take part in such trips. Only a small number of parents have said to the school management that the cost of the trips is an issue. Parents should be encouraged to discuss payment options with the school. Julian pointed out that the Oman trip could have been done on a smaller budget but the current budget includes the cost of employing local experts who will enhance the learning experience and whose local knowledge will make the trip as safe as possible. In the future the school will do its best to indicate the approximate cost of trips at the beginning of the school year.

b. Meeting with TriLogistics – Renu reported on the meeting which took place between herself, John, Christine McPherson (TriLogistics) and the TriLogistics' secretary and several other parents with children on the bus. This was a productive meeting and further meetings will be arranged. TriLogistics will send parents a newsletter outlining their procedures and will be redesigning some routes so that children spend less time on the buses. Renu will provide minutes of this meeting.

c. Feedback on new format of school reports - Jeannette said the response was generally positive. Parents were confused about the meaning of Beginning / Developing / Mastering. Pauline suggested that the report layout could be adjusted to include an explanation on each page. An Open Morning will be arranged to explain the new system to parents and an article by Pauline will go in the newsletter.

Julian said parents of children at Rayyan commented that it was evident from the reports how well the teachers knew the pupils. Some parents had difficulty in understanding the National Curriculum levels but Julian felt that now a baseline has been established, the

parents should be able to see the improvement when they receive the next report. The next secondary report will also include a specific learning target.

8. News from School Representatives

John - the Rayyan astronomy trip went well. Lots of parents were involved.

Dion – he regrets that the Rayyan quiz night had to be cancelled because of lack of interest. Perhaps the non-native English speakers felt it would not be suitable for them. Another event will be arranged.

Pauline – a social committee with a very positive attitude is now in place at Gharaffa. They will be meeting next week to arrange an event and will be asked to include Rayyan parents.

9. Next meeting

Tuesday 2nd March. Further meetings will take place on 4th May and 8th June.

Meeting closed at 20.00

Hilary Oldham