

## Parental Engagement Person (PEP) Meeting (EYFS & KS1)

Friday 5<sup>th</sup> May 2:15pm-3:15pm

### Attendees

Ellie Linton (EL)- Communications & Marketing Manager

Sarah Greenway (SG)- Parental Links SIP Lead

Mark Hobbs- PTA Chair

Catherine Peacock- PEP for Nursery

Sophie McKenzie- PEP for Nursery

Asma Khan- PEP for 1HC

Toni Pemberton- PEP for 2JD

Christos Papageorgiou- PEP for 2SH

Maria Armstrong- PEP for 2KW

### Minutes

1. PEPs were asked to introduce themselves and say how many children they have at the school and in which yeargroup(s).
2. SG reminded PEPs of what the role entails- promoting inclusion and encouraging other parents in their child's class to come to school events, as opposed to voicing concerns. Any concerns are to go to [inbox@oswaldroad.manchester.sch.uk](mailto:inbox@oswaldroad.manchester.sch.uk), or parents can come to the relevant Parent Feedback Coffee Morning (see school calendar on website for details).
3. SG explained that the PEP meetings have been split into EYFS/KS1 and KS2, so that everyone will get a chance to speak at their meeting.
4. EL went through upcoming events that parents have been invited to:
  - Reception Stay & Play- Tuesday 9<sup>th</sup> May at 2:15pm
  - Parent Feedback Coffee Morning (focussed on school leadership, with Mrs Howard)- Wednesday 17<sup>th</sup> May at 9:00am
  - World Day for Cultural Diversity (Reception- Year 2 parents invited in for last hour)- Friday 19<sup>th</sup> May at 2:30pm
  - Nursery Stay & Play (focus on World Day for Cultural Diversity activities)- Wednesday 24<sup>th</sup> May at 9:00am
  - Transition Meeting for Reception Parents- Friday 26<sup>th</sup> May at 9:15am
  - KS1/2 Sports Day- Wednesday 21<sup>st</sup> June
  - EYFS Sports Day- Wednesday 28<sup>th</sup> June
5. Mark (PTA Chair) went through the upcoming PTA events:
  - PTA Treasure Hunt/5-a-side tournament- Sunday 21<sup>st</sup> May at 10:00am
  - Auction of Promises- Friday 16<sup>th</sup> June at 7:45pm (if anyone is able to donate a promise, please contact [oswaldptachair@gmail.com](mailto:oswaldptachair@gmail.com). Past promises have included baking a cake once a week for a month and a wine tasting experience)

- PTA Summer Fair- Saturday 1<sup>st</sup> July (volunteers needed!!)
  - PTA Picnic in the Park (Longford Park)- Sunday 16<sup>th</sup> July
6. PEPs discussed poor staff attendance at PTA events. EL to bring up with Mrs Howard when she returns to see if something can be done to encourage this (eg. time in lieu, staff rota of attendance at different events)
  7. EL shared idea of setting up a parent Facebook group for each yeargroup, which EL and PEPs for that yeargroup will be administrators for. All the parents from each yeargroup will be invited to join the group, and it will be an opportunity for the PEPs to promote school events and organise parent social events. EL will monitor all of the groups to answer any school-specific queries.
  8. PEPs were asked to get into groups according to their child's yeargroup and come up with ideas for a free parent social event that they can organise themselves and invite all of the parents from that yeargroup to. Ideas included:
    - Book exchange/reading in the park (with Reading Challenge books)
    - Messy crafts
    - 'Park in the Dark'- walk in the park after dark with food and hot drinks
    - Some sort of competition that runs throughout the year, ending in a final bringing all yeargroups together.
    - One pot foods from around the world
    - Cycle/walking event
    - Dinosaur hunt
  9. PEPs to start planning event within their yeargroups, let EL know if they need any help promoting or if school premises required for use. Please bear in mind the dates listed above so that your events do not clash with an existing school/PTA event.
  10. EL to meet with Reception PEPs this week to discuss the above.