

Parental Engagement Person (PEP) Meeting (KS2)

Wednesday 13th February at 9:00am-9:30am

Attendees

Ellie Linton (EL)- Communications & Marketing Manager

Kym Harman- Parental Links Team Member/ Teaching Assistant

Asma Khan- PEP for 3EW

Dianna Taylor- PEP for 3CM

Magdalena Haener- PEP for 3KB

Gaynor Armstrong- PEP for 4AW

Shelley Garrett- PEP for 4BC

Zoe Papageorgiou- PEP for 4PS

Leila Ayub- PEP for 5LM

Minutes

1. EL went through upcoming events that parents have been invited to this term:
 - Spring Showcase- 8:45am-9:15am
 - i. Wednesday 27th February- Years 1&2
 - ii. Thursday 28th February- Class 4PS and Years 5&6
 - iii. Friday 1st March- Classes 4BC, 4AW and Year 3
 - PTA Quiz Night- Friday 8th March
 - Parents Evening- Monday 11th & Tuesday 12th March
 - Rights Respecting Home Charter Meeting- Thursday 14th March 9:15am-10:00am (limited places!)
2. PEPs suggested that it might be good if something was done for the children whose parents do not come to the Spring Showcase. Perhaps teachers could encourage them to show their work to another parent in the class, or teachers/TAs could do something special with the children whose grown-ups have not come to the event. It was also suggested that parents could mention in the class Whatsapp group if they're not able to attend, that way other parents could offer to take their child's books and maybe take photos on their phone to send to them. Or, could those children do TT Rockstars instead?
3. EL went through the PTA items that we're currently promoting to parents.
 - Keep voting for Tesco Bags of Help- particularly Sale stores
 - Volunteering for the International Fair- a date of 29th June has been set, anyone that is able to volunteer should email oswaldptachair@gmail.com or speak to Ellie
 - PTA Chair vacancy- we still have a vacancy for the chair role. PEPs suggested that this could be promoted more, and EL mentioned that Ernst, the Acting Chair, is going to be putting together a 'job list' to explain the various roles we'd like to fill as part

of the committee (eg. bid writer, social media person). PEPs asked when next PTA meeting is- EL to find out and share date with all parents.

4. GA spoke about the International Fair, as she will be leading on the event again this year. She explained that we'll be selling wristbands in advance on Parent Pay, as this is a good way to get people to commit to coming to the event and also gives us a good idea of attendance figures for ordering food/drink etc. If anybody has an idea for a stall they'd like to run, please get in touch. This is a good way for someone to get involved with the PTA if they're limited on time, as it means they only need to commit to doing the same thing at a couple of events each year and it makes a huge difference to have this regular commitment. One PEP suggested there could be class 'teams' that could work together to lead on a stall to make it more manageable. GA said that she was going to put together a comprehensive list of all the jobs needed for the fair, so parents can sign up depending on what's still needed.
5. GA also spoke about the role of PTA Chair and what is required. She explained that different parents are taking the lead on certain events, so it's not actually as daunting a role as it may seem!
6. EL asked PEPs to keep promoting Parent Pay amongst parents in their class. We'll be doing a prize draw on Friday 15th February. One PEP asked if it would be possible to hold a Parent Pay clinic for those that have issues with it- EL to speak to Business Manager to see if this would be possible. PEPs also said that the take-up might be better if the school made it more clear that they'd eventually be going cashless, or make it that certain trips now will only be payable via Parent Pay. EL to send letter out after half term. It'd also be good to share hints and tips for using Parent Pay via screenshots on social media.
7. EL asked PEPs if any of them had had any luck planning a parent social event for their class or year group.
 - 4BC- have had a few evening meet ups and did a meet up at Tea Hive after the Christmas Performance. They find that evening meet ups are much better attended.
 - Year 3 did a walk on inset day last year, which the children really enjoyed.
 - 3CM did a class camping trip in June last year to Eskdale, which they planned on Whatsapp. Around 10 families attended and they're looking to do it again on the June inset weekend this year.
 - Year 4 went to see Black Beauty at the Zion Centre and about 70 attended so they got a big group discount.
 - 4BC did the Park Run, and about 14 families attended, so there are plans to do it again.
8. EL explained that we are putting together a new prospectus, so asked PEPs to share ideas for things they think should be included for new parents. PEPs suggested:
 - Photos of people from the office and explanations of what they can help with
 - A communications schedule
 - Info about Owl Club and Early Birds
 - Rights Respecting information
 - Rainbow Flag Award

- Details of the different events for parents to come into class (Stay & Plays, showcases etc)
 - Information about transition events
 - Playground development information
 - List of parent reps (perhaps they could be put in touch with new parents when a child starts part way through the year so that they can be a buddy?)
 - Ways to get in touch with school
9. Any other business- could we get recycling stations in the playground? El to speak to Caretaker & Business Manager.