

SwanComm Meeting Mon 2nd March 2020

Present: Kay Wood, Shelley Williamson, Moira Dorey, Matt Gretton-Dann, Guled Hasan, Russell Porter, Shelley Joyce, Amber Hatch

Apologies: Naomi Winnifrith, Clare Thomas, Maria Hepworth,

Amber opened the meeting. Reminder that it had been agreed to hold meetings on the second Monday of each half term.

Update on Classlist Rep roles led to wider conversation regarding Classlist.

Discussion was held over how to manage large group chats and census of opinion on school matters (such as the consultation on changes to the school day) and how to manage individual private concerns raised. It was decided one of the Classlist Ambassadors would notify school of any views/concerns trending on group chats so school was aware and could address/answer these but would not use names or identify individuals. Private/individual concerns raised on Classlist would be managed by the Class Reps who would advise the individual of how to proceed and approach the school to discuss their concern and offer a buddy system should they wish to have personal support.

Currently have 85 children represented on Classlist (71% of children on roll). But only 21% of children have two parents signed up.

Class Reps will introduce themselves to their Tutor group

Class Reps will set up a Class Rep group on Classlist to communicate with each other.

May set up a Year 6 group for the new Year 7 intake during the summer term as a way to introduce them to the school and each other.

Shelley Williamson to check students that have already left the school are deleted from Classlist.

Update on visits to the new site : Kay had discussed arranging visits with the site manager and is waiting to hear back with dates. These will be once the evenings are lighter as visits will need to be undertaken early evening, once construction work has finished for the day. Once dates set, will use Google Poll or similar and ask interested parties to sign up. An announcement will then be put on Classlist to make people aware of the sign-up procedure.

International Evening: Shelley Joyce to place an announcement on Classlist and will create a sign-up sheet for parents/carers. Will make it clear that people do not have to sign up to attend but it will be useful to have an idea of numbers planning to come.

Three volunteers have come forward following the request in the Weekly parent bulletin for helpers to organise/manage the event

Russell will design and produce a poster to promote the event. This will be put up in school and a digital copy sent out with a weekly parent bulletin.

Teachers will talk to the children about it and encourage them to come along with their families.

Committee members will hold a separate meeting to finalise details of the evening.

Future events:

New children's garden party

Refreshments at the school production of A Midsummer Nights Dream

Invite families to attend Sports Day and bring a picnic for afterwards.

Events for next school year to be discussed at a later date. It was suggested it would be good to have an annual programme of events in the calendar e.g. Year 7 disco, refreshments at sports day, etc and add to these with age appropriate events as the school grows and students become older.

Parent Buddies: Moira reported in Naomi's absence.

Naomi is keen to build a team of buddies who could then be paired with a parent to help/guide them through school processes, attend events with them etc. It was felt this would be particularly useful for parents whose first language is not English, to have a buddy who spoke the same language as them as well as English.

Kay mentioned, when school sends out surveys to parents/carers, it would be useful for SwanComm to post on Classlist offering help/support for anyone wishing to complete the survey but not able to access it online. Also signpost them to the school office who can send a paper copy home with the child. This would ensure a better reach for surveys and reflect the views of all our parents/carers.

Parent Forum taking place on Tues 10th March 5-6pm in school.

Topics being covered are Change to the school day and Consistent routines

Matt will post an announcement on Classlist to remind parents/carers

STAG (Swan Travel Action Group)

The group is up and running and is mainly focussing on the new site. They hope to promote cycling to school at the International Evening. They are keen for parents/carers living in the Headington and Cowley areas to help with producing travel route maps. These are already being planned for routes to school from the South Oxford area. The maps will include the safest cycle routes and information on bus routes. Anyone interested in joining the group can contact Naomi Winnifrith. Kay asked if the route maps could be available to hand to new students at their admissions interview. Discussion was had about the option of parents getting together and booking the Pick Me Up minibus. STAG will look into this and report back their findings.

Finances

Easy Fundraising: This online fundraising site allows online shoppers to use their usual suppliers and raise funds for SwanComm at the same time.

SwanComm will raise funds every time someone downloads the app, completes one of the Easy Fundraising surveys, signs up or shops online. Easy Fundraising pay out quarterly. An announcement will be posted on Classlist with a link for parents/carers to sign up.

Shelley J , Matt & Amber will meet with Clare to discuss opening a bank account and account handling procedures. Needs to be a club account as we do not wish to register as a charity at this stage. Amber raised the point that we need to be ambitious with our fundraising goals and should therefore check how much we are able to raise without holding charitable status.

Next meeting will be held in Classroom 2 on 27th April at 7.30-9pm.