

**Minutes of Cheney Friends meeting
Wednesday 24 January 2018**

Present:

- Sue Harmer (Chair)
- Priscilla Goldby (Treasurer)
- Kirsten Burrell (Secretary)
- Olivia Goodrich
- Tamasin Lillwall
- Louise Marsh (staff)
- Rupert Moreton (head)
- Ben Pinches
- Hannah Rea
- Richard Stamper
- Claire Stevenson

Apologies

Marie-Alice Frappat, Emma Plugge, Alison White, Hannah Whitley

Matters arising from minutes of meeting on 25 September

1. Parentalk
 - The Parentalk course held at Cherwell is very successful and has become heavily over-subscribed (150+ parents). Cherwell had previously contacted us with a view to co-hosting this. Alison White (not present at the meeting) is the link. **Action: KB to put Louise Marsh in touch with Alison to take forward.**
2. Mindfulness
 - LM followed up on the Mindfulness session at the AGM and said that the school is looking at how to roll this out to the more vulnerable students. Wellbeing of staff is also very important, with yoga as the current focus. This is oversubscribed. Staff pay half the costs and it was agreed to donate £200 to the staff wellbeing fund.
3. Sixth Form
 - RM mentioned that there is a conference on 20th February to look at the Sixth Form package (Kate Hackett and Sarah Warbrick).
 - The £300 held over from 2015 for the Sixth Form is still to be spent. **Action: carried forward.**
 - The Sixth Form Careers Convention is to be held on Tuesday 6th March. Thanks were extended to the parents who have stepped forward for the panels. PG circulated a leaflet with provisional details.
4. Uniform
 - A student committee has been looking at school uniform and there will be some slight changes announced in the near future, the main change being that long- or short-sleeved plain white shirts will be allowed as well as polo shirts.
 - Second-hand uniforms – it was suggested that second-hand items could be collected at Parent Evenings or other events. The school will send out the initial communication about this and then CF take over. **Action: LM to talk to Vicky Hathaway.**
5. School celebration events
 - RM extended thanks for help with the Year 8 celebration evening on 8th December. It was a lovely evening with very diverse attendance and lots of food contributions. Some follow ups have been done in order to debrief for the next event. It would be good to have a bigger CF presence at celebration events. **Action: carried forward.**
6. Fundraising focus
 - Following discussions at the September CF meeting, there is a focus on enhancing the appearance of the school, including the corridors, outside walls and areas. Contributions of both funds and labour would be much appreciated. Vicky Hathaway is co-ordinating. **Action: carried forward**

AGM

The AGM was held on 28th November and was preceded by an Introduction to Mindfulness by Emma Hart and Tina Conway. Sadly the talk on the role of the school nurse was cancelled as the speaker

was ill, but information leaflets were circulated. Thanks were extended to the committee members who have remained in post for another year and who joined CF at the AGM – Hannah, Claire and Ben. It is good to have a new influx of parents, especially as many longstanding members will be stepping down after this year.

Events

Cheney Friends sold refreshments at the Christmas concert (£200 profit from this donated to the music department). The stall was very busy and it may be better to set up in 2 locations at future events. Perhaps the Year 11 Prom Committee could also sell cakes to fundraise.

Forthcoming events:

- Narnia (7th and 8th February).
- Festival of Imagined Worlds (9th February) – this promises to be a busy event, with 400 students expected from schools outside Cheney

There was some discussion over Quiz Night, which has been an annual event in previous years and moved to the spring term last year. The staff members who previously ran the quiz have now moved on. **Action: carried forward.**

Cheney Friends Communications

Currently CF communicates via the Yahoo group. However, this was set up about 10 years ago and membership is dwindling, with original members leaving as their children move on and lower take up among new parents. Other methods of communication are now available and PG talked to the Head at St Andrew's school – they use Google Groups for the PTA committee, Facebook for the wider parent group and WhatsApp for class reps. As a start, it was suggested to set up a WhatsApp group for the CF committee and Ben Pinches offered to take this forward. **Action: BP to collect members' mobile numbers and set up WhatsApp group.** RP suggested talking to Vicky Hathaway in Communications about a closed group on Facebook for parents. **Action: carried forward.**

Finance Report

Available funds: £1717 (of which £300 is earmarked for the Sixth Form).

There was a refund of £150 membership fees from Filmbank (we have only used this once).

£200 raised at the Christmas show has been donated to the music department for their summer tour. It was agreed to donate £200 for the staff wellbeing fund.

PG gave an update on Easyfundraising: £45 was raised for Cheney Friends between July and September 2017, with a total of £745 raised this way so far. Hopefully Christmas purchases will have boosted funds but membership seems static. PG suggested promoting Easyfundraising in the Cheney newsletter. **Action: PG/Communications**

SH mentioned that for previous applications for larger grants, Sylvia Hawken had prepared some text on school stats, including levels of deprivation. This will need to be updated. **Action: LM to provide new text.**

Open Agenda

RM circulated term dates for the 2018/19 school year. Changes include an extended October half-term holiday and early break ups at Christmas and in the summer. Information was also circulated on a consultation for proposed changes to the timing of the school day. The rationale for these is to allow time for transition between lessons and extension of tutor time as the current 15 minutes is insufficient for any meaningful activity or discussion. There are 3 proposals, all taking these changes into account, with proposals 1 and 2 scheduling tutor time at the end and beginning of the day respectively and proposal 3 suggesting a later start of 8.50am.

Next meeting

Monday 5th March at 7.15pm in the school library.

Summary of Action points

- Parentalk: **KB to put Louise Marsh in touch with Alison White to take forward.**
 - Sixth Form: The £300 held over from 2015 for the Sixth Form is still to be spent. **Carried forward.**
 - Second-hand uniform: The school will send out the initial communication about second-hand items to be collected at Parent Evenings and then CF take over. **LM to talk to Vicky Hathaway.**
 - Fundraising focus: Focus on enhancing the appearance of the school, including the corridors, outside walls and areas. Contributions of both funds and labour would be much appreciated. Vicky Hathaway is co-ordinating. **Carried forward.**
 - Quiz Night: **Carried forward**
 - Cheney Friends communications: BP to collect members' mobile numbers and set up WhatsApp group. RP suggested talking to Vicky Hathaway in Communications about a closed group on Facebook for parents. **Carried forward.**
 - Finance: PG suggested promoting Easyfundraising in the Cheney newsletter.
- PG/Communications**
- For previous applications for larger grants, Sylvia Hawken had prepared some text on school stats, including levels of deprivation. This will need to be updated. **LM to provide new text.**