

Minutes for DKH: Children's Families & Community (CFC)

Meeting date: 29th January 2014 at 6.30pm

Members Present: Zahid Malik (Chair), Eileen Wray, Isabelle Sporidis, Patrick Pierre Powell

Apologies received: Martin Finn, Michael Situ

Visitors: Wayne Cooper

1. A letter was drafted in response to particular comments and issues raised by parents at the governor/parents meeting on the 21st January. The meeting was arranged to address parents' concerns following Linda Ewer's departure.
2. **[ACTION ZM]** ZM to write up the draft and send to MF and governing body for review. Letter to be sent out on Friday 31st January in school book bags (**[ACTION WC]**)
3. The committee discussed issues regarding the school website not being kept up to date. WC responded by letting us know that he is going to ensure the website is updated very shortly. Bonnie has been trained and WC has committed to give her the tools she needs to update the site.
4. It was decided that the school would proceed with the parents/carers SMS feedback exercise as discussed at the last meeting.
5. **[ACTION WC]** Will announce this to parents/carers in the next newsletter so they are aware that an SMS will be coming from the school.
6. **[ACTION ZM]** It was decided that ZM would run the first campaign with a view to handing over the system for the school to administer itself in the future. ZM to let WC know the telephone number that will appear for parents/carers when they receive the text (again to let them know it is genuine).
7. **[ACTION WC & EW]** Creative partnership which enhance community links: WC & EW looking at whole day curriculum enrichment and will discuss in curriculum.

Next meeting on 30th April 2014 at 6.30pm.