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| **Germoe Parent Governor meeting – action plan**  **Review meeting 31/10/19** | | | Continual School Development – everyday involvement aside of SDP |
| What? (Why) | Actions taken to improve | Further action to be taken to improve | Evidence/impact |
| Parking is a danger to others.  (Not enough space, careless parking, congestion). | Traffic warden attended. School crossing patrol contacted. Will attend on a “clear day” when more will walk to school. Need 14 children to make viable.  Taxi driver careless driving reported.  Deliveries – spoken to company re deliver times.  Open the Book – JB to rearrange assembly times to ease early morning congestion.  Disabled space – Staff reminded not to park there.  Drop and go discussed  Discussed car parking monitor to help parents park carefully.  Discussed mini bus hard standing | Keep parents informed when receive date of crossing survey.  PB report careless driving to parent (contract is between parent and CC)  Reminder to Scorce not to deliver before 0930 – AC. Now to deliver 2pm.  JB will timetable next academic to take this into consideration – schedules already set for this year so will ask them to park sensibly.  AC to make poster and inform parents via newsletter that disabled space has moved.  Further discussion regarding this needed  PB to speak to parent regarding volunteering as monitor.  Parent offered to do this work- PB/Gov to look at suitable place (not encroaching on early years) | No incidents reported |
| Grounds – untidy, leaves, tyres, hedges, repairs, uprooted tree | Skip hired and rubbish taken  Working day for staff/parents.  Reminder for staff to take own rubbish to tip if possible or parents to volunteer.  Staff reminded not to compost grounds.  Tree surgeon called to look at tree outside early years. Visited school 1/11/19 – tree made safe by tree surgeon and recommendations will be set out in a report. Report states tree is safe for at least 3 years now it has been trimmed. | Vision workshop for parents (community cohesion) funding discussions in next parent governor meeting.  Volunteer granddad to remove old furniture next week (w/c 4/11/19)  LN to arrange a volunteer day (to do railings, powerwash (AG), general tidying.  Tyres – AG to remove at weekend.  Leaves – PB to discuss with site supervisor  Repairs – PB to chase up with parent volunteer  Hedges – AC to chased up and logged on line – can only be reported if emergency  Look into a hexagonal bench around tree or remove tarmac from around tree so it is not a hazard. | School grounds are safe, clean and tidy |
| Roof leak due to bad weather and no building condition survey from Cornwall Council for 4 years | Reported in May to CC when initially leaked.  CC conducted survey early July.  Works to be carried out under backlog maintenance agreed.  Schedule of works survey completed Oct 19.  Work carried out to prevent further damage and make safe (remove mouldy panel, stop further leakage indoors and out.)  Class evacuated to hall. | CC to find contractor urgently and carry out schedule of works.  Class to remain in hall until works are completed. | New roof and safe classroom. |
| Community Cohesion improvement (sharing the vision and working together) | Vision action planning (SLT)  Staff training in curriculum change/ community | Parent workshop – achieving the school vision, community involvement (led by KK)  Positive change workshop | Community ownership of school vision  Cohesion of alumni |
| General discussions included:  Skiing  Fundraising (FROGS)  PA system  Fruit | Letters to parents re: skiing  FROGS ask classteachers  Discussion  Spoke to cook. She cuts oranges in half but children are told they can take more than one piece. | Ski meeting  Continue if this works  Fundraiser – poss Tesco/Asda shopping or carol singing. |  |