

**YSGOL GYNARDD PARC PRIMARY SCHOOL**  
**PARENT COUNCIL MINUTES – 22<sup>nd</sup> May 2025**

**Present:** R Taylor, L Gough (Staff)  
Steven Williams, Emily Howells, Rhys Harrison, Gareth Williams, Jayne Cheesebrough, Deborah Rowley, Nia Howells, Tara Higgins, Amy Gillard, (Parent Councillors)

**Apologies:** David Williams (Staff), Sarah Evans, Rebecca Richardson, Michelle Jones, Anthony Caravaggi, Claire Iddon, Abi Kreischer, Emma Smith (Parent Councillors)

---

Apologies were received and accepted from Mr Williams and Parent Councillors (as above). The minutes from our last Parent Council meeting were reviewed and discussed. Matters arising included:

- The school has received positive feedback from pupils regarding the new lunch menu. There has been a couple of glitches regarding special dietary requirements; however, these are being addressed with the Local Authority.
- Mr Williams has been working with the Local Authority and hopefully there will be some progress regarding traffic calming measures being implemented within the local area soon.
- The issue of the dog fouling bin in Tallis Street being emptied more frequently has been raised with local RCT Councillor Sera Evans; Cllr Evans has addressed these concerns with the RCT CBC.

**Agenda item – End of Year Reports**

RT reminded the Parent Councillors that during the academic year 2024/2025, the school has changed the way they report back to parents/carers. Shorter written reports at the end of each term are provided rather than one, more-detailed report in the summer. RT briefly re-capped on the autumn and spring report formats and requested feedback from the Parent Councillors on these. He also informed the Parent Councillors that as yet, there has been no decisions as to the format for the summer term report. Based on this, the school would appreciate feedback from Parent Councillors as to the information they would like to receive in the summer report.

Some suggestions made by Parent Councillors included:

- abbreviations taken out of the report or a key used to explain what they mean;
- guidance and ideas for parents to complete with their child over the summer. These ideas would need to be small steps and achievable over the summer break. They would also have to be bespoke and specific to each child's development;
- information on pupil's likes and dislikes, out of school activities etc. This would inform parents/carers that the class teacher knows the character of the child well.
- majority of parents prefer the target grid in the spring term report;
- teachers' comments are very popular with parents/carers as are the QR codes featuring pupils' opinions on their progress, likes/dislikes etc—Parent Councillors asked if the QR codes could be extended to pupils in the Junior department. Parent Councillors then suggested some questions that could be asked and incorporated in the QR videos. Parent Councillor AG asked if the nursery reports could include a QR video—RT explained this can sometimes be difficult due to their age but this will be considered.

**Agenda item – Staffing Update**

RT informed the Parent Councillors that interviews for a new deputy headteacher had taken place earlier on that day but candidates were unsuccessful and no appointment was made. The position will be re-advertised at the start of the autumn term.

RT went on to say that Mrs Alexander has been recommended to Mr Williams and is therefore currently on supply to the school. She will be taking over the year 2 class until the end of term at least. Mrs Alexander is a well-respected teacher that has lots of experience in Foundation Phase.

Staff structure for the next academic year has yet to be decided—parents/carers will be informed of the structure as soon as possible.

### **Agenda Item – Transition Day**

RT informed Parent Councillors that the pupils will have an opportunity to take part in a transition day that allows them to experience a day in their new class. Their new teacher will also provide the children with a video introducing themselves and class staff.

LG stated that this year, there will be transition groups taking place that will provide extra support for those pupils who need it. These groups allow pupils time to chat about their new class and talk to other pupils that have been in the class.

Parent Councillor JC asked if there would be an opportunity for the new class teachers to dismiss the children before the end of term. This would give parents a chance to meet the new teacher and put a name to a face. RT said that he would pass this idea to staff. Parent Councillor NH suggested that if staff noticed that a child has any concerns about transitioning to a new class, perhaps this could be included in the end of year report.

### **Items & Questions brought forward by Councillors**

#### **Are parents allowed to drive in the car and meet the school trip at Paulton's Park?**

School Response: *Yes, although they would have to be there at the same time as the buses arrive so that they go in as part of the school booking.*

#### **Do pupils get a medal or certificate for taking part in the cluster sports?**

School Response: *The pupils of the winning school get a school cup but this is normally it. RT will mention this to the staff and maybe the school can create our own certificate for the pupils who take part.*

#### **Dogs are still being walked/carried through the school ground. Can we have a reminder sent out to parents?**

School Response: *Yes, parents are informed when their child starts school that dogs are not permitted on the premises, although a letter can be sent out to parents reminding them of this.*

#### **There are lots of weeds outside the school. Can this be addressed?**

School Response: *Yes, the probation service complete jobs at the school most weekends and this has been added to their list.*

#### **Some parents have asked for a third option for the school trip. Maybe to Caerphilly Mountain Ranch?**

School Response: *Due to prices and availability it was decided in the last meeting that two trips, one closer to school and one further away would be offered. The school will consider Caerphilly Mountain Ranch next year but running three separate trips wouldn't be an option.*

Meeting ended 5:30pm