



Parent Meet & Greet Notes 25.4.18

5pm-5.45pm and 5.45pm-6.30pm (2 sittings)



Introductions – Jenny Wheeldon, Principal Designate, Erica McGinley, Head of School (Infants), Jacki Bartram, Head of Communications (C.I.T), Louise Perkins, Project Manager (C.I.T.)

Parents/carers total numbers attended: 40

Presentation by Jenny

Jenny confirmed the presentation will be on the website by the end of the week. As will the updated prospectus, handed out at the meeting. Erica, Louise and Jacki present. Louise (scribe).

Confirmed that advertised dates of the meetings/visits/opening day etc.

Describes site and that it's coming along well, ahead of schedule.

We will be encouraging walking to school. If travelling in a vehicle the school will have a one way drop off system.

Update on recruitment – Head of School appointed, Jenny introduced Erica McGinley. Two Teacher adverts are out currently, two TA's will be advertised in May, Site Manager, Mid-day supervisors and administrative positions will be advertised in June/July.

Kitchen on site – Confirmed we will have a Cook preparing and cooking hot school meals on site. All pupils will receive free school meals for the first 2 years. 'Family dining' will be adopted at Poplar Farm School where pupils will be encouraged to talk about things at the table to promote conversation. Parents will be invited in on occasion. New foods will be introduced via taster sessions and food eaten with knives, forks and plates.

We are currently looking into Wrap around Care (WAC) ready for September.

We will plan the detailed EYFS curriculum to suit the children that will be joining us in September.

The EYFS play area has been chosen. It will be a fantastic area with water, mud, staging, climbing and role play etc. This will be positioned outside the EYFS classrooms in an enclosed area where the children can safely explore.

Hand-over of the site to C.I.T. is scheduled for July 31st. We will then be on site to get everything ready for the children to start school on September 5th.

Staff training will begin as soon as we have appointed. All IT is purchased and we will use tapestry to communicate with you at home.

We have a small Governing Body in place, as a result of the advertising placed last year. We will recruit the rest in September when we have the full parent cohort.

Uniform can be ordered at the next meeting (May 23rd). A price list and order form will soon be on the website. These orders will be direct with school and will need to be paid for in cash. If you need to pay by cheque your order can be placed and uniform collected the following week from C.I.T. head offices on Dysart Road.

From June 1st orders can be placed online direct with the uniform supplier and delivered to your home for a small charge. Jacki will put all details on the website.

Dates for your diaries:

Wednesday 23rd May – Parent Induction

Saturday 18th August – Teddy Bears Picnic

Wednesday 22nd August – Pupil Taster Session

Thursday 23rd August – Pupil Taster Session

Wednesday 5th September – School Opens

Wednesday 12th September – Formal Opening Ceremony

Prepare your child for school with the three 'T's':

Talk

Toilet - go to toilet unaided most of the time!

Table – can eat with a knife and fork

(..and Please and Thankyou goes a long way too)

Parent/carers questions asked were:

What if we cannot attend the sessions in August? Let us know and we will see what we can do to accommodate a meeting between your child and their teacher. The site will not be completed until end July so we cannot organise before then so the meetings will be sometime in August.

How many classes will the children have? It will be 2 form so a max of 60 pupils. Once full (2026) the school we have 420 pupils on roll. If there is demand (housing development expands) the school will be extended to 3 form. Classes will be equal sizes.

When do you get a visit from OFSTED? We will be inspected within the first 3 years of opening. Both Jenny and Erica are from outstanding schools and are aiming towards this for Poplar Farm. C.I.T. have their own rigorous system of Health Checks which are undertaken annually by members of other schools. These procedures will assist Poplar Farm to be on track for outstanding.

What will tech be used for? We will still use books absolutely but tech can help/support with letter shapes and number bonds. The pupils need to learn to do both and learn to use them safely and appropriately. Homework will initially be family orientated activities and as the children grow through the school homework will become more independent.

How do you recruit? We have a rigorous process. We look at experience marked against person spec. Applicants will have tasks – teaching, writing and interview. When we have recruited, staff will be mentored by Jenny and Erica. Poplar Farm is also lead by safer recruitment.

Uniform – Blue Poplar Farm sweatshirt/cardigan, white Poplar Farm polo shirt with grey trousers/skirt/shorts. During the summer months girls can wear blue checked dresses. White Poplar Farm t-shirt for PE, black sport shorts and plimsolls. N.B. If required, unbranded white polo shirts can be worn, along with unbranded white PE t-shirts and black shorts. All available from local supermarket chains.

What will happen to the top floor? Whilst unoccupied by Poplar Farm, the top floor will be used as C.I.T. offices and the LEARN Teaching School. All staff are DBS checked. Poplar Farm School will have access to the very best educationalists.

If the school gets bigger where will it expand? Shown on the aerial plan, the school has been built with a future extension mind. This will come from the dog leg of the build, so that the school becomes a V shape.

The other schools that are affiliated, how will pupils work with these children? So that Poplar Farm pupils spend time with older children, we will organise reading, sporting events, dining together and watching shows etc.

Will pupils have houses? Yes but not in reception. They will be incentivised in other ways and will have school council in time too.

What will be the school hours? We are looking at opening 8.55am to 3.15pm. This is to fit in with other local schools because of siblings but this is not yet set in stone. We are looking at breakfast club and after school club provision. Our vision is that they are enrichment clubs rather than hanging around and waiting for their parents to arrive. We will also aim to help with little bits of work to.

Will they be put with their friends? We will look at the children and see who will work best together and talk to settings they have been in. They will all mix when playing, lunch and the EYFS play area etc.

What will you do to care for the children? You will be asked to give us information about your child in an 'All about me' booklet, so that we are aware of any needs and can do what we can to accommodate and care for your child.

What time will Wrap around Care (WAC) start and end? We know of schools that are 7.30am – 6pm providers. However, we are mindful that very young children will be exhausted because starting a new school can be demanding. By May/June we will have an answer for you. The WAC activities will be valuable time especially in the afternoon. Breakfast will be breakfast. But we feel strongly that pupils should not be just waiting for their parents, so they will be doing activities so children can stay on even if they do not need the care provision. This is the vision and we need to see what the numbers are and what we can provide.

Will the day be a full day from the start? Yes, the day will be a full day from the start as cannot do phased starts these days. We will be mindful on what we offer. Very gentle settling in using our experience in EYFS but they will learn lots.

Any further questions please email jacki.bartram@citacademies.co.uk or jenny.wheeldon@citacademies.co.uk