

French School Arthur Rimbaud
Primary School Council 1 Minutes
Wednesday 14 November 2018, 6:00 PM
Activity Room, Oysterbay

Session opens at 6:05 pm.

Excused:

- Stéphanie Dupuy, CP A teacher,

1. Meeting Secretary nomination.

The previous Primary School Council has approved the administration to be in charge of the writing.

2. Primary School Council 3 agenda approved.

The council approves the agenda.

3. Primary School Council meeting minutes approved from Wednesday 13 June 2018.

The council accepts the minutes from Wednesday 13 June 2018 unanimously.

4. School Life :

4.1 Internal School Rules and Regulations:

Unanimous vote by the council to keep the rules and regulations as they are, in French and in English.

4.2 Property:

- Relocation (CE2A) →

The Head confirms that the school will most probably need volunteers to help with the move. There will not be any communication on the subject as yet as we do not have a date for the relocation. The Head reminds us of the main points concerning the situation of the new campus brought up during the last General Assembly in October. The Head confirms that the staff will be distributed between the Oysterbay and new campus. Furthermore, the school needs to create new positions in order to overcome the needs of the new campus. The head confirms that the librarians have already sorted and separated the primary and secondary books. All Nursery School and Primary School books will be taken to the new campus. Secondary and High School books will stay in the Oysterbay School Library.

- Repair / Reorganising of the Oysterbay campus (Secondary) (CM2A) →

The Head would like a committee, dedicated to the reflection on the reorganization of the Oysterbay campus, to be set up as soon as possible. Ideally, this committee should be made up of parents, Secondary School students, administrative staff, teachers and professionals in building/interior design/architecture. The point will be approached during the School Council Meeting 1, next week.

4.3 Educational News :

- School Reports

The Head notifies the council that from this year the Primary School reports will be in digital form. The platform LivrEval will be available, on a trial basis, for the first trimester. A message on this subject will be made by the administration and the passwords will be sent to the parents via the student's link books. In addition, parent/teacher conferences will take place on the 18/12/2018 from 16:00 to 20:00. The Head also informs us that the GS to CM2 school reports will be handed to the families on the 14/12/2018.

PS and MS school reports will be handed out on Friday 01/02/2018.

- Educational school trips (day trip, including overnight) (CM2A et CM1/CM2, PS): →

The Head informs the council that the envelope allocated for school trips adds up to 30000 Euros. She states that teachers were asked to inform the administration of their projects for trips before the 23/11/2018. The distribution of the budget has not yet been discussed.

The Head tells the teachers to give information about trips as early as possible to parents concerned, in order to obtain necessary authorisation (diplomatic position, IEN, etc...). The parent representatives of class CPA question the practicality of an overnight trip for the CP. The Head's response: The project of the teacher in question is still in discussion and her main concern is with travelling by road. She encourages, as much as possible, that an accompanying parent, in their private vehicle, drives in front of the bus. It is reminded that only classes starting from the CE2 class have gone on overnight trips in the past. The PS teacher confirms that a trip will take place with her class. It is also confirmed that the same safety measures will be applied for their upcoming trip. It is, however, planned to get more supervision for this class. The GSA teacher confirms that both GS classes have also planned school trips.

- Languages (CE1A & CM1A): →

The Head reminds us of the presence of English and French teachers (for non-native French speakers) is in place: In the Nursery School cycle 1, 3h & ½, in cycle 2, 2h (EMILE English) + 1h (LVE 1 English), in cycle 3, 2h (EMILE) + 1h (LVE 1 English or LVE 1 French) + 1h (LVE 1 English reinforced for the beginners, non-English speaking students) + FLE/FLSco.

The teachers recall the presentation made by M. Doumax, CP IEN, during a Primary School Council meeting last year. In particular, his report on bilingualism in which the results were not positive for the level of French in the bilingual subjects in the network. The Head further takes into consideration the A Rimbaud School's public. Perhaps, initially, a steady increase in hours for EMILE would be preferable. She suggests parents inform themselves on the school's website. There is a file by the AEFÉ 'Parcours Langues', that parents can look at to familiarise themselves with the language teaching vision in the network. The council approves.

In response to the question asked by the CE2A representative, the Head confirms that the English trimestral bulletin will remain in paper form and will not be integrated into the LivrEval.

4.4 Events News :

- Trimester 1 schedule (in process) and repeated events for the school year 2018-2019 :
 - Christmas Carols, Friday 21/12/2018.
 - Carnival, Friday 22/02/2019.
 - French Week (from Saturday 16/03 to Sunday 24/03/2019) :
 - End of year show at the Little Theatre, Friday 28/06/2019.

The representatives are asked to survey the parents in order to determine the date of the Music Festival la 'Fête de la Musique' (music festival): Thursday 20 June or Friday 21 June.

- School Party (CE1A) : →

The Head tells the teachers to ask the parents to come up with themes and costumes to make/be provided a bit in advance.

- Events Committee (CE2A) : →

Following the question of the distribution of funds gathered during the occasions organised by the Events Committee, the Head confirms that the treasury's accounts are simultaneously checked by the Head of Administration and Finance as well as supervised by the treasurer of the Management Board. The use of the funds collected by the Events Committee is generally explained in a newsletter (financing educational projects and, in particular, school trips) See within an article in the Arthur Magazine – on the school's webpage or Facebook page. (Donations to charity last year).

4.5 Operations :

- **Hygiene:**

- Head Lice (CE1B) : →

The secretary informs the council that the administration has been in contact with Dr Bervas to establish a prevention/eradication campaign. A form asking parents to check and confirm the presence or absence of head lice has been sent to the administration to then be proposed to the council. The council validates the use of this form when a teacher encounters a reoccurring problem of head lice in their class. The council also validates an awareness campaign with the children themselves in class.

- Sand at the Nursery School (PS): →

The Head again clarifies that the sand at the Nursery School is disinfected twice a week in line with the protocol validated by Dr Bervas.

- **Health:**

- Air conditioning in the classrooms. (CM1A) : →

The Head confirms that the air-conditioning problems in the CP class and one of the Secondary School classrooms has been fixed. However, the CE1B teacher mentions that she has had a problem with the AC in his room for several weeks. The problem has been brought up with the RAF, but despite the numerous attempts to repair, the problems persist. The Head suggests an audit of the ACs and of the power source in order to determine which equipment or cables need to be replaced. The council agrees.

- Hydration / snack (PS): →

The Nursery School teachers confirm that the children eat well and drink all day long. Any food left in the snack boxes is because the children are full.

- Childhood illnesses (PS): →

The Head and the teachers confirm that there has always been and always will be a message to parents when there is an epidemic of a childhood illness via an informative letter. The need for parents to inform the school and to keep all sick children at home until they have fully recovered is also reminded. (Cf. Internal School Rules).

- First Aid (GSB): →

The Nursery School teachers explain the first aid protocol to the parents present. Wounds are washed with clean water and Savlon (disinfectant soap). A plaster is placed over the open wound. Parents are informed in case of a more serious wound or injury. A first aid kit is available in the staff room (Msasani) and in the multipurpose room (Oysterbay). Regarding a teaching training in first aid, the secretary confirms that quotes have been requested from several organisations. An initial session could take place in January/ February 2019 for the school life, teachers, assistants and administration.

- **Security:**

- Transport / bus (CM2 et GSB) →

The head confirms that a new bus service provider has been used since the beginning of the school year. The criteria for this choice was based on the state of the bus, seat belts, price and reliability of the service. This provider is used for the daily trips to the swimming pool. The head reiterates her point on long distant school trips by bus: A private vehicle of a parent of a child travelling should lead the bus so to limit the speed and control the driving conduct. The council agrees.

- Aggression and bullying (CE2A) →

The CE2A representative mentions that this issue is in fact general and does not reflect a major incident encountered. The head and the teachers remind us that it is in the children's best interests that the parents meet with the teacher and head as soon as a problem arises (aggression, bullying) and that the parents should meet with the teacher and head if the problem persists.

- School entrance. (CE2A) →

The Head responds favorably to a parent's request to check the ID cards of adults entering the school campus. She reminds us that the security measures concerning parking and traffic around school have been in numerous newsletters. It is paramount that these measures are respected. It is hence asked of the parent representatives to refer to the instructions concerning parking and traffic around the school. The Head finally mentions that there is

no child supervision in front of the school before 7:30. The crisis unit of the Foreign Ministry of Affairs and the AEFE recommend that a crowd in front of the school should be avoided at all costs.

- **Environment:**

Recycling (GSB) →

The Nursery School teachers confirm that the recycling bins are still in the car park as well as in the classrooms. CE1A representative points out that the school could set a good example by stopping the use of plastic water bottles during meetings, occasions etc. The council agrees.

- **Finance:**

School fees /Exclusion (CE2A) →

The head states that no child has been excluded since the beginning of the school year because of no payment of fees. In the 2017-2018 school year, only one family pulled their two children out of school following payment reminders. The head points out that families are invited to discuss with the RAF about spacing out the payments if financial difficulties arise. The Head and teachers state that they are not keen on these measures but the financial regulations apply to all.

4.6 Communication :

- Meeting minutes (CM1/CM2) →

The head responds positively to the suggestion of putting in a link for the meeting minutes in the weekly newsletter.

4.7 Extra Curricular Activities:

- Communication (CE2A) : →

The CE2A representative mentions that the question about cancellation or moving of an activity related to the first weeks of activities.

Session closes at 09 :05 PM