

Minutes of the School Council

On November 4, 2014

Opening of the session at 4:32pm

Elected Parents representatives attending:

Ms Nguyen Quang, Ms. Maisant Ms Mis, Ms Breynaert Mr Llabres, Ms Meunier, Mr Delorme, Mr Frisch. Apologies: Mr Moizant

Staff representatives attending:

Laura Aichroth, Awa Ginet, Vanessa Garcelon, Sebastian Moppel, Mathieu Nioche, Bonita Regan, Aurelie Ricard, Cousin Fanny Schwab, Frances Redding, Marlene Fossey, Lise Monjarret, Amelie Rolle, Camilla Smitham, Audrey Godaron Flora Ducrui, Nathalie Slimi, Carole White. Carole Chartier, Isabelle Faulkner.

Apologies: Mathilde Crimée, Fella Benabdallah, Czarek Trzcinski, Laura Mistretta, Kamile Lukosiunaite, Toma Vaiciunaite.

Chair: Ms Dehon.

Secretary: Mrs Panhelleux.

The agenda is as follows:

- Welcome and introduction of elected parent representatives
- Presentation of the role of the school council
- Presentation of the different classes
- Review of the back to school
- School Rules
- School Project
- The French inspection
- The evacuation drill
- The events at school
- Other issues: questions of parent representatives.

1) Welcoming and introducing new parents representatives

- The candidates were elected by electronic vote; there was only one list.
- There are 9 parent representatives for 9 classes: Ms Nguyen Quang, Ms Maisant Ms Mis, Ms Breynaert Mr Llabres Ms Meunier, Mr Delorme, Mr Frisch, Mr Moizant

There is a common email address for the parent representatives:

eifa.parents.reps.2014@gmail.com

Elected parents are partners in major decisions.

2) Role and operation of the school council (see doc)

- The school council will be in function for one school year until the next election.
- It must meet at least once per quarter.
- Meetings take place outside of school hours: 5-7PM is a good time slot.

- At the end of the school year, Ms Dehon will deliver a report including all issues discussed in the school council, including the completion of school project.
- Questions at the school council are anonymous, from parents belonging to the school and should only concern the operation of the school.
- The meeting agenda must include all the issues raised by the representatives.
- At the end of the meeting of the school council, Ms Dehon will prepare the minutes of the meeting.

Description of the role of parent representatives.

(see doc Memento parent representative.)

There are also two “parents relais” in each class who can bring up information to the elected parent representatives.

The school board will be held in French.

Parents have no authority to give advice to teachers on their teaching and school wide survey cannot be launched without the consent the head of school .

The parents’ email addresses should never be used for personal or business purposes.

3) Review of the back to school

Number of students

As of 3/11/2014, the Number of students is 161 of which 105 in Primaire and 56 in Maternelle (PS, MS, GS)

In Primaire : 52 boys and 53 girls

In Maternelle : 26 boys and 30 girls

An overall total of 78 boys and 83 girls for the whole school.

Nationalities:

PS: 17 + 2 students arriving in January; 1 British boy and 1 French British girl

12 French

3 dual nationalities

2 British

MS: 18 students including 5 new comers

9 French

4 dual nationalities

1 British

4 other

GS: 21 students including 4 new comers

9 French

4 dual nationalities

2 British

6 Other

CP: 23 students including 4 new comers

14 French

3 dual nationalities
6 other

CE1: 21 students including 6 new comers
12 French
4 dual nationalities
5 Other

CE2: 20 including 5 new comers
16 French
2 dual nationalities
2 Other

CM1: 21 students including 4 new comers
14 French
2 dual nationalities
5 other

CM2: 20 students including 5 new comers
15 French
4 dual nationalities
1 other

Total of 50 new comers (31%) and re-registered 111 (69%)
Total French children: 101 (62.8%)
Total dual nationality children, 26 (16.1%)
Total British children: 5 (3.1%)
Total Other: 29 (18%)

The school will tend to be more international; the college will offer the IB (International Baccalaureate).
There will be an AEFÉ CM2 leading to the CFBL or Wembley and an IB CM2 leading to the EIFA College for children to follow the IB programme.
A structure will be set up in September 2015. Parents will have the choice to enrol their child in the AEFÉ CM2 or the IB CM2. We will develop a Middle year program to build with the school. The curriculum will be following the French curriculum and will be taught in both languages with a 50/50 time parity.

We should have a meeting on the difference between IB and French Baccalaureate. Our goal is an opening in September 2015 with small numbers and a class by level and increase the number of students thereafter.

For now, there is a majority of French parents in the school but we would like the school to become more international.
Further information will be given on 19 December.

The maximum capacity of the EIFA authorized by OFSTED is 180 students.

For now, we have 9 classes.

The administration will be moved to the other site to make room at 36 Portland Place.

4) School Rules

The school rules are voted and approved unanimously.

- Ms Dehon would recall the rules of school life. Last year an incident occurred. This has shocked a teacher who subsequently left us. Aggression toward teachers should not take place and must be managed upstream.

Absences

- Last year, we had to ask for a child to leave school and enrol elsewhere because he missed a lot of school days.

10 non-consecutive days per year are allowed. We also need to know the reason for it.

We will be very vigilant; we do not accept absences whatever the reason but we understand them.

In case of repeated absences, we are obliged to notify the local authorities.

Absences can really delay the education of a child.

Please ensure the school bus and the school management when your child is absent or change travel plans

Toys

Toys and stuffed animals are allowed in Maternelle, but parents must know that toys are not allowed in Primaire.

Snacks

Some children come to school without snacks and are often hungry.

Please tell parents to give a snack every morning to their children.

This should be healthy snacks, a fruit or a cereal bar. Snacks must also be given to children who stay after school to clubs.

Pool

Swim caps are welcome in PS and MS. Please think about dressing your children with an outfit that is easy to put on and take off.

Avoid shoes with laces, tights, put a single plastic bag.

For pool exemptions, the teacher will check the medical certificate which will be dated for less than a week. Warts and molluscum are not a pool excuse, there are protections. Please avoid hair pins and stretch pants.

In addition, Maternelle children can come with sweat pants other than that of the school (to avoid mixing clothes in the locker room.)

Parent contact

Some telephone numbers are still obsolete.

In case of illness

If vomiting occurs, the child should not return to school for 48 hours.

Last year some parents did not follow this rule and have been expelled.

Who to contact in case of absence?

Ms Benabdallah at the reception or Mrs Panhelleux.

Closing doors

A parent is concerned that children who come in buses are not adequately supervised.

Ms Dehon responds:

We are always waiting for the arrival of the bus before closing the doors and bus. Children are always supervised by 4 adults.

In case of absence without prior notice, we always notify parents in the morning around 10:30AM after making the call in all classes.

5) School Project

- The Projet d'Ecole document is established for 3 years and is available at the school.

3 axes:

- Bilingualism
- Creativity, art, theatre,
- Citizenship

These axes may change next year.

The linguistic profiles of the children are very varied. The 13 CM2 children who graduated from the EIFA were French and all joined the 6th form with reinforced English at CFBL.

The fulfilment of these three main axes will enable children to achieve biculturalism which is our ultimate ambition.

Analysis of the current situation

Weaknesses: The level of English of new children, parents' openness to creative materials.

Strengths: The majority of students are francophone.

Writing project of a French tome in English in partnership with AEFÉ schools in London, on the theme of the novels by Suzy Morgenstern.

The school will be inspected the 10,11,12th of December: 1 day Teachers inspection, a day for the inspection of Maternelle and a day for administration purposes.

Projects of the classes:

CM1 / CM2 Pantomime

PS / MS Ms Smitham:

Adaptation to the PS with stories and legends about Christmas

Adaptation to the MS, the rules of life, forests and phonemes

CE1/CE2 Mme Schwab

Back to school, poems, locate in time, seasons, bilingual projects related to the programme.

CE2 prehistory, reading and outings.

Ms Regan Head of Curriculum

All classes will have an outing or activity in South Ken festival except the PS, for whom nothing was suitable.

Y3 / EC1 Ms Regan: will study African novels traditional Scottish and Africa Caribbean legends and tales.

Eleven + club. Ms Regan aims to help students who wish to integrate the English system. If parents have questions they can contact Ms Regan.

Ms Chartier manages the Holiday Club; the holiday club during Toussaint vacations had numerous activities around the circus. For the next holiday, parents are asked to anticipate whether they plan to join the club so that the teachers can plan their own vacation accordingly (ratio of supervisors).

CP / EC1 Ms. Ricard:

Class trip, project to write books and sell them in school when children will be ready.

CE1 writing and proofreading.

GS / CP Ms Krtenova:

Visit the Greenwich museum on pirates, workshops with pirate costumes, stories, reading, writing stories, additions and phonemes. Work grammar and sentence structure.

PS / MS Ms Garcelon:

Live together, play, locate in space, seasons, nice monsters, storytelling and creating a story.

Sports Mr Nioche:

CM2 Football

CM1 Baseball

CE2 Rugby

Participation in inter-school sports events and the Rugby World Cup.

Drama teacher Mr Moppel:

Mr Moppel works in partnership with the English-speaking teachers.

Organising the Christmas concert and the concert at Marylebone in November.

Mr Moppel is very focused on intonation and pronunciation.

Ms. Ginet EAL:

Give them confidence, help them writing and grammar.

Ms. Monjarret french support:

GS Ms. Monjarret:

The world of the sea, the countries of the world, essay on a country that will be compiled in an encyclopedia, email correspondence with a class in Paris. puppet theatre.

CM1 / CM2 Ms. Rolle:

CM2 will participate in the literary competition les Incorruptibles. Reading list shared with the 6eme CFBL.

EC1 / EC2 Ms. Aichroth:

Geometry, maps, math, stories, landmark in space, prehistory, writing science fiction.

6) The evacuation plan

- The "fire drill" went very well, the children responded well.
- The alarm test is done once a week.
- The "fire drills" will be made quarterly. During the first fire drill, the school was evacuated 1min50, which is a very good time.
- A "lock down drill" (in case of intrusion) can be programmed in the year.

7) Answers to various questions

Parent representatives are delighted to cooperate with the EIFA.

Schedules:

Ms Dehon understood that to remove the Wednesday afternoon was annoying but the embassy required it for the accreditation (homologation). In March, we will vote for schedules of next year. We have to teach 26 hours in 4 and a half days with a maximum of 5 hours and 30 minutes of teaching daily.

Mornings must last at the minimum 3:30 and lunch break must be from 1:30 to 2 hours long. Then schedules will be submitted to the Embassy and the IEN.

The parents may make proposals for new hours, which will be submitted to the Embassy. Furthermore, management does not oppose consultation of all parents on this issue (how and when to be discussed)

Tuition fees:

Fees are voted by the Board of Directors in late March; the amounts are decided by the trustees. A discount for families with sibling will be proposed to the board but we do not know how these losses will be absorbed by revenue. Consulate scholarships are open to parents.

In January, we will ask the families whether they intend to stay or not within the school.

Tuition fees will never go down, there will be a slight increase but we do not yet know the percentage.

Canteen:

The dishes are of different sizes with colour codes, sometimes food is a little dry. All adults eat with children and check the status of dishes. In PS classes up to CE2, the plates are never finished so no concern on quantity.

For CM1 / CM2, entries and desserts are too small. Ms Faulkner will see this with the caterer.

Proposing bananas was decided in council last year.

The menu is on the website, if you have ideas to suggest to the caterer.

The variety of food was also highlighted. We will ask the caterer to adapt the quantity for the older children.

Some parents will test the canteen.

Ms Faulkner will ask the provider to add sauce for the dishes to be less dry.

Recess:

Since the beginning of the year, the classes went to the park every day except for two days of heavy rain.

In case of light rain, children will still go out. Children are not sufficiently dressed by their parents.

Children go out at every lunch and are at least 30 minutes in the park.

We have an agreement with the park and sometimes the park management forbids us to go on the grass, we could go to Paddington Garden but the park is not closed to strangers.

Monitoring is more delicate and child safety is at stake.

Crescent Park is very secure as closed to the public. We will record the days when children go out per class.

The exit time is the same for everyone.

To go out: coats must absolutely have a hood, this is not the case today for all children.

For all the questions from the parents that could not be discussed during the Council, an additional meeting will be held with Ms Dehon and the parents representatives, on 24 November. Minutes will be sent separately.

End of Session: 7:20 p.m.

President: Ms Dehon

Secretary: Mrs Panhelleux