



HOLY FAMILY CATHOLIC PRIMARY SCHOOL

PARENTS & FRIENDS ASSOCIATION

Wednesday 24th March 2021 7.00 pm

Minutes

1. Present
2. Apologies
3. Opening prayer
4. Acceptance of minutes of 25th Feb 2021
5. Correspondence
6. Principal's report – see Addendum #1

Lou advised the proposed date for the Lindfield Art Show is Friday 29th October.

7. President's report – See Addendum #2
8. Treasurer's report

Current financial position of the P&F was discussed. Further P&F fund distribution to be discussed at the upcoming strategy meeting. P&F will contribute to the upcoming cocktail party on Friday night, and work towards the Art Show and Fair as its biggest fundraiser of the year.

9. CSO parent report

No updates since the last meeting. Parent to report back after next meeting, to discuss opportunities.

School Marketing report – See Addendum #3

See report – 35-36 enrolments for kindy 2022. Retention strategy – promoting leadership etc. Getting an alumni – approaching families who have left the school to promote the school. Opening a 'chill out' room for parents.

10. General reports – Sponsorship / band/ social justice

Band – will perform on a Monday afternoon. Start blow test next week. Rob conductor.

11. Other Business

- Date for working Bee – early in term 2 – Social coordinators to organise a date.
 - Future social events discussion/ fundraisers and sponsorship
The next event on the agenda is “Mothers day”, scheduled for 7th May. Mass will go ahead followed by a morning tea event in the hall afterwards. Discussed need to have set budgets for events, and in-kind support.
 - AS&F update – meeting set for early next week
 - P&F strategy meeting – meeting for early next term
- Meeting closed 8.15m

Addendum #1

Principal's Report

P & F Meeting

24th March 2021

Open Day in Week 7 was well attended with 40 families attending.

Representatives of our parent body spoke very well at both the morning and evening information sessions and had a positive impact on prospective families; thank you Emily, Alice and Michael. Very positive feedback about our Senior students who conducted tours at both morning and evening sessions and post Open Day. They are living advertisements of what Holy Family is about and who we are. A very big thank you to Olivia, our Promotions Marketing Officer, who is doing much more than her allocated time and doing great things. Catholic Schools Broken Bay (CSBB) has extended Olivia's contract through to the end of Term 1, April, 2022.

Much of my time is being spent meeting and interviewing families that have submitted applications and those making enquiries and wanting tours. Our second Open Day in May currently has 20 families registered to attend. Some enquiries are beyond 2022.

The interest needs to turn into offers and acceptances but it is looking positive and hopeful that we will have 2 Kindergarten classes in 2022.

CSBB is due to present Bishop Anthony with an updated Enrolment Policy that better reflects his beliefs and the Diocesan direction for growth. Bishop has stated that our schools are not schools for Catholics but schools that welcome all families seeking an authentic Catholic education.

Furniture ordered at the end of 2020 has been delivered. It is more of the agile/flexible learning furniture we have been introducing. This furniture went

into the Learning Support Room, Year 1, Year 2 and Year 5/6. The children are making good use of the furniture and are very excited to have it available for their learning - particularly year 5/6.

Teachers have had Stage planning meetings and on Friday will have the opportunity to meet in class groups with our technology leaders, Mrs Lloyd-Jones and Mrs Nunn, who will guide them in implementing and including technology in their programming. Different Stages will focus on different areas of technology using iPads, laptops or Chromebooks. 'Explain Everything', Seesaw, Google Classroom, Beebots, Pic collage, coding, designing websites, creating timelines using Worldbook online and creating using green screen are among the focus areas. The school internal lift is being replaced and will be commissioned and handed over during the second week of the school holidays.

As a school we are trialling 'Essential Assessment', an online tool for assessing English and mathematics linked to the NSW syllabus.

Lou Dogao

Principal

Addendum #2

Holy Family P&F Presidents Report

March 24th

With COVID 19 restrictions continuing to lift, it's been so fantastic to see the "physical" community spirit of Holy Family continuing to come back to life. From parents engaging with each other at pickup on school grounds, being able to host prospective families for 2022 at the school, to a sold out cocktail party this year promises to be a much more positive one for us all.....Plus we're having this meeting being in person!

Friday's March 26th Cocktail Party promises to be a fantastic event, and given it sold out in record time I think everyone is very keen to reconnect in person. Thank you again to Emily and Anna for all your efforts with organising.

A big P&F thank you to Olivia for facilitating our recent HF Open Days. It was so encouraging to see the number of prospective families for 2022, and how the school was showed up. To Emily Manion, Anna Roberts, Alice Muharrem thank you for your parent testimonials.

The P&F executive will be meeting for a 2021 planning session early in term two, so as to set ourselves up for success for the year ahead. Think points of discussion such as:

- Our voice with CSO / engagement with other P&F bodies
- Our school community and how we foster an even more inclusive culture
across the wide ranges at HF
- How best to deploy P&F funds to improve the school's amenities, etc
- 2021 P&F social / events strategy
- Improving connection between our school & parish

Regarding the Art Show & Fair, the core team will be meeting on March 29th to strategise how we bring in back to life in 2021. Aiming for late October timing. Fostering a strong community spirit for all at Holy Family is our core mission as a P&F, so we'll continue to focus on creating opportunities to do that across 2021 whilst also raising funds for the school along the way.....Ideally all in person!

Wishing you and yours a very happy / restful Easter, and look forward to seeing you all in term two.

Michael Maguire

Holy Family P&F President

Addendum #3

Marketing report

1. March Open Day 2021 event outcome
 - We have received **55 leads**
 - **43 families** attended the Open Day &
 - **42 thank you emails (for attending)** sent 2 days afterwards
 - **13 follow up emails** sent to those who didn't attend the event (sorry we missed you and invite them to join May Open Day)
 - As per today, we have received **31x enrolments** for KG 2022 (please check with Lou for final numbers)
2. **May Open Day 2021 event planning**
 - We have received so far **24 registrations**
 - New school video tour is scheduled for Tue 20th April 2021
 - We will run FB campaigns a week before event with the new video
 - Continue promoting to preschools outside our catchments
3. **Open Day 2021 nurturing campaign**
 - Ongoing to help convert families, using MailChimp platform
4. **Preschools strategy** – will be one of the key initiative for term 2 (working together with CSO)
5. In discussion with Lou of running a few evening sessions to help with acquisition and retention strategies in term 2
 - 7 habits and how we integrate into positive behaviour for learning
 - Reading strategy - reading with your child
6. Playgroups will be introduce back in term 2 and 3 (in discussion with Lou and CSO)