

# ST.VINCENT'S PARENTS' ASSOCIATION

St Vincent's Catholic Primary School  
St Vincent Street, Marylebone, London, W1U 4DF.  
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## ST.VINCENT'S PARENTS' ASSOCIATION MINUTES 18.09.19

Wednesday 09.15am

### **Purpose of this meeting**

Explain the responsibilities of Co-chairs of SVPA and introduction of 4 co-chairs.  
Explain responsibilities of class representatives and selection of class representatives.  
Explain GDPR policy including and not limited to WhatsApp group.

### **Introduction to 4 Co-chairs**

Julie to explain the responsibilities of 4 co-chairs and will be the main communicator between the Co-chairs and Ms. Coleman.

Nicole will be in charge of disco and bars.

Shana will be in charge of Christmas and Easter Fairs.

Tara will be in charge of Auction.

### **Roles of SVPA**

- 1) to aid raise funds for school
- 2) to organize social events for children A detailed St. Vincent's Parents' Association Class Representative Responsibilities have been listed and passed around to parents attending this meeting.

### **Takeaway points of this meeting**

- GDPR concerns, class representatives to be compliant.
- a written hard copy consent will be given by school ( Ms Coleman) to be distributed to all parents to give consent for being contacted on email and WhatsApp group.
- guidelines to official St Vincent's WhatsApp group chat should have no photos and names of children; a further guideline will be drawn up and distributed.
- School can request access to official St Vincent's WhatsApp group if needed
- Existing class groups can remain as social ones but should not be administrated by the class representative and people can choose to opt out of the group if they wish.

### **Selection of Class Representatives**

Nursery : Francesca & Luda

Reception : Vicki, Elodie & Laurent

Y1 : Bernice & Gloria

Y2: Lauren

Y3: Ewa

Y4 :Carolina

Y5: Eva & Sandra

Y6: Annelyse

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