



ÉCOLE PRIMAIRE LFI DELHI – ZONE ASIE PACIFIQUE

MINUTES OF PRIMARY COUNCIL MEETING NO. 2

ANDY SOUDIER – PRIMARY DIRECTOR

DATE :

THURSDAY 08/02/2024

TIME:

03.45 – 05.45 PM

Present: 16 teachers, 7 parent representatives, 1 SCAC member, 1 speaker, 2 members of the Management Committee and the Principal.

Total voters: 24

Absent: 1 teacher excused, 2 parent representatives

Contents

Introduction

Introduction of new members:

→ Departure of 3 members: CHAUBEY Ayush for CP (not replaced), CHAUBEY Nisha (for CE1), Cecilia SILBERBERG (for CM1)
→ Arrivals: Dipti SHARMA (mother of Shirom MALHOTRA) for CE1, Caroline BUTTIN (mother of Ferréol BUTTIN) for CM1

1- Approval of the minutes of Primary Council no. 1

Notes: The first Minutes have been completed.

AGAINST: 0 NO OPINION : 1 **FOR: 21**
(1 parent who did not vote as she arrived late)

2- Presentation of the School rules

Following approval by the School Council on 27/11/2023, two points were reviewed: secularism and inclusion.

Comments:

The point on secularism was validated but not that on inclusion.

3- Current pupil numbers

Total: 200 pupils, a figure that has risen with the arrival of 4 new pupils since the start of the school in January 2024.

Number of classes: 11 **Average:** 18 pupils/class



<u>TPS :</u> 17	<u>PS A :</u> 14	<u>TPSB-PSB</u> <u>: 14 (3+11)</u>	<u>MS :</u> 15	<u>MS/GS :</u> 18 (5 + 13)	<u>GS</u> 18
<u>CP :</u> 18	<u>CE1 :</u> 28	<u>CE2 :</u> 22	<u>CM1 :</u> 18	<u>CM2 :</u> 18	

Projected enrolment for the start of the 2024 school year:

<u>TPS :</u> ?	<u>PS :</u> 20	<u>MS :</u> 28	<u>GS :</u> 21	
<u>CP :</u> 30	<u>CE1 :</u> 18	<u>CE2 :</u> 28	<u>CM1 :</u> 22	<u>CM2 :</u> 18

Current total (with departures and without new TPS): $185 - 14 = 171$ pupils

Comments :

- Departures announced: 14 pupils
- Arrivals: TPS pupils + new enrolments
- Large numbers in MS, CP and CE2
- Consideration will be given to the pedagogical structure: possibility of double-level classes for the primary section except for class CP

**4- Presentation of the
TPS B - PS B class**

- **Why create a double-level class:**
 - Arrival of 3 new pupils in TPS
 - TPS A: 17 pupils and PS B: 11 pupils
 - Double-level class: (MS/GS) existing in the school already, TPS/PS since last school year
 - Precautions taken: allocation of an ASEM for the TPS, presentation and explanation of the structure to parents.
- **Feedback from Lisa TROUCHARD**
 - Number of children: 3 TPS + 11 PSA
 - Presentation of the team: Lisa TROUCHARD (teacher), Manisha KHERA and Latika GALOT (ASEM)



- Positive points: good integration of the new TPS pupils, mutual support between pupils, etc.
- Negative points: the PS are faced with children who are learning to be pupils, awakening separation anxiety.
- Parents' opinion: they are waiting to see how the scheme works, an assessment will be made later in the year, it is essential to inform parents to reassure them.
- One teacher's opinion: the decision was made hastily; it would have been wise to think things through as a wider team.

→ Director's response: It was necessary to welcome the 3 TPS pupils who had registered and were waiting to be integrated as soon as the new school year started in January. As for the team discussions, these were conducted with the teachers concerned by the arrival of the pupils. However, next time we'll be paying closer attention to the application of AEFÉ regulations.

- One teacher suggested blocking out a date in the year for the admission of TPSs, as the adaptation time for some TPSs can be long.

→ The Principal response: the AEFÉ will not accept that the admission of TPS during the year be refused, given that the school's overall enrolment is not high.

On the creation of the TPS/PS class, Mr Pavé acknowledged that there had been an error in the procedure for creating this new class with the arrival of 3 TPSs in the PS class. This should have been presented to the School Council. This is what the AEFÉ circular stipulates. More thought should have been given to the creation of this class, but the management team was too busy. Mr Pavé apologises to the teachers and parents for this and undertakes to ensure that procedures are followed precisely in the future.

⇒ Primary Council opinion: AGAINST: 0 NO OPINION: 4 **FOR: 20**



<p>5- Pedagogical projects</p>	<p>➤ <u>Presentation of projects approved for the 2024 budget:</u></p> <p>Outings and Exhibition C1, Outings and Exhibition C2 and C3, India week, Education for Sustainable Development, Bollywood Dance, Diwali/Holi, Christmas, Emotions</p> <p>➤ <u>Presentation of the various projects:</u></p> <p>See the list of projects</p> <ul style="list-style-type: none">- The Education for Sustainable Development project: an application must be submitted, several levels of certification, can take several years, search for partners, possibility of parental participation- School outings for the GS and CP classes are being considered.- The project for swimming pool lessons will be studied by the team.- No cross-country running at Lodhi Garden, possibly inside the lycée and the IFI.
<p>6- School life</p>	<p>➤ <u>Proposed school calendar 2024-25:</u> 36 weeks</p> <p>AGAINST: 0 NO OPINION :0 FOR: 24</p> <p>→ This proposal will be validated by the School Council.</p> <p>➤ <u>Safety :</u></p> <p>-Fire drill: A fire drill was carried out on Thursday 23 November. All students reached the assembly point in less than 3 minutes. Another exercise took place on Tuesday 6 February 2024, the alarm was set off accidentally by a pupil in Ms Gérard's class. All the pupils quickly gathered at the assembly point.</p> <p>We are also currently working on redoing all the room evacuation maps in the event of a fire and the evacuation signs in the corridors. A great deal of work has been done to ensure the safety of pupils since the start of the 2023 school year. As a reminder, at that time there was no fire alarm system at the LFID, which was quite surprising.</p>



The Principal thanked the previous Management Committee for having ensured that this problem was resolved within a few months.

- The PPMS (Specific safety plan) is currently being validated by the embassy. The PPMS can now be completed online using the Orion application. The system has experienced some technical difficulties, which explains why the new PPMS has not yet been validated by the French Embassy's security officer.

At the same time as validating this administrative document, the Principal requested a visit from the French Embassy's security officer. The officer made several recommendations:

- Create badges for each category of person: teachers, LFID employees, parents, drivers accompanying students, etc., with a different colour for each category.
- Reinforce security at the LFID entrance by placing concrete blocks, posts or metal barriers anchored to the ground.
- Renovate the entrance lock by enlarging it;
- Creation of a hard roof for the entrance lock.
- Replacing the doors leading to the outside with more secure doors.
- Installing a turnstile in the exit lock to prevent people from returning or entering through the exit.
- More clearly indicating the control desk for visitors.

In addition to these measures, since Wednesday 7 February, the maintenance team has been installing a keyless door locking system in classrooms and other offices. This system is intended to facilitate the containment exercises that we hope to carry out during the next school term.

- CCTV: the question of installing cameras in the LFID courtyards was raised by nursery school parents. It did not come from the Management Committee or the primary or secondary school parent representatives. Also, as headmaster of an AEFÉ lycée under agreement, Mr Pavé cannot decide on his own whether or not to install cameras in the school grounds. This is why he is putting the question to the various LFID bodies and will be asking the School Council, which is due to meet on Thursday 7 March, to give its opinion on the matter.



	<p>→ Discussions between teachers and parents' representatives revealed a consensus on the fact that the safety of pupils depends on active surveillance of pupils and not on the use of video surveillance cameras. The installation of the latter would pose problems relating to access to images. A very strict protocol for accessing the images would have to be put in place. However, as some teachers point out, we know that this kind of protocol is less and less respected over time. There is also the question of image storage. Will the company that stores the images be sufficiently reliable to guarantee that no one can access them?</p> <p>→ AGAINST: 23 NO OPINION: 0 FOR: 1</p> <p>➤ <u>Committee presentations:</u></p> <p>https://www.aefe.fr/sites/default/files/asset/file/2022-06-21-circulaire-aefe-instances-etablissements.pdf</p> <ul style="list-style-type: none">- Health and safety- Catering (canteen)- CHSCT (health, safety and working conditions committee)- Disciplinary board- Health Education Committee- Training for the staff
<p>7- Renovation work planned</p>	<ul style="list-style-type: none">➤ Renovation (flooring) and safety of the nursery playground, work scheduled for the February holidays.➤ Renovation of the football pitch (for the basketball court, we are awaiting the decision of the management committee)➤ Renovation of the TPS A class, then all the nursery classes
<p>8- English courses</p>	<ul style="list-style-type: none">➤ <u>CAMBRIDGE:</u> Certification for English, 3 levels for primary (Starters, Flyers and Movers) Training sessions have been set up to prepare pupils for the exam. The exam for all levels is scheduled for Saturday 23 March.



➤ **The British International Section (SIB):**

This has been the same scheme for the last 2 years, the aim being to improve our pupils' level of English (above the level required in France), gateways to develop with the pupil (January, April and September) + different individualised pathways in which the pupils progress.

The Commission meets once a year to create the groups.

➤ **Other information:** the International French Baccalaureate will be introduced from next school year, for the students of grade 11.

Related documents: Internal Rules, list of 2023-2024 pedagogical projects

Date : 08/02/2024

Secretaries: Caroline BUTTIN (parents' representative) and François PAVÉ (Principal)

Signature of the Director

Copy sent to :

- Mr François PAVÉ, the Principal
- Members of the teaching team
- Elected parent representatives
- Mrs Fatiha KAMOSSI (SCAC)
- Members of the School Council