



## Meeting action points

<b>Date</b>	23.11.18	<b>Start time</b>	2.45pm	<b>Finish time</b>	3.15pm
<b>Location</b>	SLT Office				

Ref no.	Notes and Actions	Owner	Due date
1.	<p><b>Matters arising:</b></p> <ul style="list-style-type: none"> <li><b>Amaven:</b> Maika has written a letter which has been sent to all pupils for feedback on Amaven for Ms Hardman. This will be sent out to whole school.</li> </ul> <p><b>ISSUE:</b> we want to know what children and parents feel about Amaven access at home to gauge whether it is value for money</p> <p><b>ACTION:</b> send a letter to all KS1 asking for feedback</p> <p><b>IMPACT:</b></p>	Mrs I to get sent out	asap
2.	<p><b>Parking</b></p> <p>This is an issue Miss Hemsley (HT) has asked us to look into. We have historically had a lot of problems with parents not parking safely or with due consideration to our neighbours when dropping off and picking up. This can make it very dangerous around school and frustrating for our neighbours. Miss Hemsley has asked if we could write a letter to our local MP about this issue. Olivia has agreed to do this.</p> <p>Other ideas:</p> <ul style="list-style-type: none"> <li>Write to our neighbours - Jeevan</li> <li>Letter to all parents - Max</li> <li>Put regular messages on dojo</li> <li>Leafletting/Parking patro</li> <li>Contact FHT - Edith</li> </ul> <p><b>ISSUE:</b> parking around school is dangerous and inconsiderate of your neighbours</p> <p><b>ACTION:</b> we have designated ministers to write to different group of people; we will print more of the flyers to hand out one morning; Mrs I to dojo ministers' parents to explain nature of letter needed</p> <p><b>IMPACT:</b></p>	Olivia Jeevan Max Edith	by next mtg
3.	<p><b>BOB</b></p> <p>Max raised the issue that we should be using the bus more. What are we going to do about it? We had a good discussion about this, the children recognised the need to have adult supervision when in use to make sure it is treated respectfully and that no damage is done, books taken etc. We talked about who we could ask for help/ideas and what might need to happen.</p> <p>Writing to teachers – Abigail</p> <p>Writing to PTFA - Alice</p> <p><b>ISSUE:</b> children want to use BOB more</p> <p><b>ACTION:</b> write to the teachers; consider using after school; put signs up on BOB about how to use it/treat with respect; limit number on BOB at any one time; write to PTFA asking for their help; Mrs I to dojo ministers' parents to explain nature of letter needed</p> <p><b>IMPACT:</b></p>	Abigail Alice	by next meeting if possible

	<p><b>AOB</b></p> <p><b>RESPECT:</b> Abigail raise the issue that some children are touching other people's things and not showing respect. We have a discussion about how we could raise awareness of this issue and agreed that we would ask Miss Davison and Ms Barnes if the Children's Government could come and say something at the start of an assembly.</p> <p><b>ISSUE:</b> some children showing lack of respect for other people's property</p> <p><b>ACTION:</b> Children's Government to speak to all FS2 &amp; KS1 children during an assembly</p> <p><b>IMPACT:</b></p> <p><b>Governor request:</b> Mr Mitchell (H&amp;S governor) has asked if he could come and meet the Children's Government. It has been agreed that he will come to our meeting 07.12.18</p>	<p>Mrs I to ask both KS Leaders &amp; arrange date for assembly</p>	<p>asap</p>
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Date of next meeting: **Friday 30<sup>th</sup> November 2018 at 2.45pm in SLT Office**