**Minutes of Class Reps Meeting**

**Thursday 18th May 2023 at 2pm**

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| **Attendees:**  | Emma Brown | EB | Charlotte Ashdown , Assistant Headteacher | CA |
|  | Tarran McLean | TM | Anais Stone, Minute Taker  | AS |
|  | Lindsey King Daniels  | LKD |  |  |
|  | Laura Wanless | LW |  |  |
|  | Carolan Runc | CR |  |  |
|  | Ashley Edwards  | AE |  |  |
|  | Jo Fawcett | JF |  |  |
|  | Jasmine Gibson | JG |  |  |
| **Apologies:** | Rachael Bell | RB |  |  |

**MINUTES**

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| **WELCOME** |
| **Meeting started at : 2pm*** CA welcomed everybody and introduced new Nursery Parent reps
* CA informed we do have vacancies for the following classes: 4A, 4S & 3WD. Please can class reps let parents know of these positions and if anyone is keen then please contact the school office.
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| **SCHOOL PARLIAMENT**  |
| * CA informs all that school parliament reps have been choosing what charities they would like to support and how to raise money. They collated opinions from their classes and have chosen to support Cancer Research. They would like to raise money for the school, in particular the swimming pool. It cannot be anything permanent in case the school does end up moving to a new building however the children were thinking of some type of cover for the pool so it’s a bit warmer for the children whilst swimming. They also came up with the idea of purchasing mats and tweaking a few things in the changing room to make it more comfortable for children to get changed in there.
* There is one representative for each class except for Year 5 who have two in order to prepare them with skills such as minutes taking ect for Year 6.
* Parliament reps change each year, all children who are keen for the role get the opportunity to present themselves and demonstrate why they should be chosen. Parliament reps meet on a monthly basis and is part of our British Council curriculum. Parliament reps will share ideas from their class, feedback to school parliament and then feedback to their class.
* Parliament reps would also like to organise collecting unwanted toys, cleaning them etc and then reselling to raise money. Year 6 are particularly keen to do something before they leave for Secondary school.
* We are also recruiting for reading, writing, maths & safeguarding parliament reps so when we have external visitors they can join teacher leads and talk about what it’s like to be a student at Burstow.

**ACTIONS:** * Recruit reading, writing, maths & safeguarding parliament reps
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| **YOUNG CARERS** |
| * CA informs all that Young carers are children/young people who are aged between the ages of 5-18 years. Young carers have a parent/sibling or other family member in the home, that they provide practical or emotional support for who has a long term illness, disability, learning difficulty for example. 30-40% of the school would fall under this bracket. At Burstow we identify and support these children but not only by being aware of the role, but by providing a group for them where we meet fortnightly on a Wednesday to do well-being activates and giving the children a chance to talk to their peers and us. Recently our young carers have been biscuit decorating.
* The plan is to develop Young Carers and work with other schools in Horley so that the children can meet other children who are in the same positon and eventually organise fun days out etc.
* CA informs all that if there is anyone that feels like they are in that situation to get in touch.
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| **END OF YEAR REPORTS**  |
| * CA informed all end of year reports come out on 17th July. Parents will be invited to collect the report and meet your child’s new teacher. This year Nursery reports will look slightly different as targets will be different.
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| **TRANSITION** |
| * Children will meet their new teacher on 10th July.
* TM asks if children will be split this year into different classes so there is new opportunities for children to mix and make new friends. CA answers that there is no plan to mix but this will be looked into.
* CA informs that if your child finds the transition hard they will plan a few things for the children to get used to their new class teacher i.e. delivering something to their new class teacher, play games with LSA that will be in their class etc. Children will also receive a transition booklet which may contain pictures etc.

**ACTIONS:*** Look into splitting children into different classes
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| **HEALTHY PACKED LUNCHES**  |
| * CA asks parent reps what is a reasonable healthy packed lunch? Should it contain just one sweet thing? The school support healthy meals but don’t want to go down the vigorous route of saying no unhealthy snacks at all. Parent reps agreed to one sweet thing.
* CA also mentions the school will do a revamp of expectations of school packed lunches including no fizzy drinks.
* Parent reps were unsure about children being allowed juices. CA clarified that juices are allowed but only at lunchtime.
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| **AOB** |
| * CA clarified Year 1 do have access to water in class with plastic glasses and jugs available. Their water bottles are kept outside but children are also allowed to go get them they just need to ask.
* Parent reps also queried about Homework for 1A. Doesn’t seem to have been marked or checked for a while CA will check on this.

**ACTIONS:*** Check on Year 1 Homework query

**Meeting ended: 3pm** |
| **FUTURE MEETING DATES** |
| * **Thursday 29th June at 2pm**
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**ACTIONS:**

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| **NO:** | **ACTION** | **RESPONSIBLE** |
| 1. | Recruit reading, writing, maths & safeguarding parliament reps |  |
| 2. | Look into splitting children into different classes |  |
| 3 | Check on Year 1 Homework query |  |