**Minutes of Class Reps Meeting**

**Thursday 23th March 2023 at 2pm**

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| **Attendees:**  | Emma Brown | EB | Katrina Turvey , Acting Headteacher | KT |
|  | Tarran McLean | TM | Anais Stone, Minute Taker  | AS |
|  | Emily Dye | ED |  |  |
|  | Jasmine Gibson | JG |  |  |
|  | Nikki Ford | NF |  |  |
|  | Ashley Edwards | AE |  |  |
| **Apologies:** | Rachael Bell | RB |  |  |
|  | Lindsey King Daniels | LKD |  |  |
|  | Laura Wanless | LW |  |  |
|  | Carolan Runc | CR |  |  |
|  | Jo Fawcett | JF |  |  |

**MINUTES**

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| **WELCOME** |
| **Meeting started at : 2pm*** KT welcomed everybody
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| **ACTIONS FROM PREVIOUS MEETING** |
| * Consult families and kitchen staff regarding school meal choices- This will discussed during this meeting
* Next parent questionnaire add class or Year group- This will be done
* Inform cleaners about toilets- KT mentioned a meeting has been arranged with the manager of our cleaning team
* Helen to find out how much refund parents will get from Year 6 Trip- this has been done and shared out
* Letter to go out about uniform policy and water/snack rules- This has been sent out
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| **SUMMER FAIR** |
| * KT attended a FOBS meeting last week. KT informed all that Donna from FOBS set up two coffee mornings to plan the summer fair which was advertised on Facebook. Feedback is that FOBS will use Study bugs more to inform parents of such events as Facebook is less popular.
* KT informed there is a big push this year to try and get each year group/ class to run a stall and take responsibility. Donna has kindly created a list but these are just suggestions. If any parents have further suggestions please do put them forward to your class rep.
* KT informed all that the more volunteers each class can get the less time each volunteer has to be a on the stall.
* TM suggests involving year 6 running stalls. KT agrees and informs all that a study bugs message will be sent out to families of what we would like to happen.
* AE informs that parents would like more clarity on how FOBS money is spent. KT suggested maybe putting this information in the school newsletter.
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| **SCHOOL DINNERS** |
| * KT informed all that Mr Morgan, our catering manager has resigned and Sylwia our catering assistant will be stepping up from Easter. Sylwia is super enthusiastic and is excited about starting her new role. Our catering will be reviewed to see what the school needs and if there is a way to make school dinners more cost effective by possibly recruiting an outside catering company from September. KT has contacted schools in Surrey to see what catering they use in order to get some feedback. A lot of schools use twelve15 which had varied reviews. KT is in the process of organising meetings with two other catering companies, Olive Dining & Stir and explore what their offer may look like. More information will be given out in due course.
* KT informed that school dinners will be changed from the Summer Term so that children get a choice but this must be chosen in advance.
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| **SWIMMING** |
| * KT informed that a form is being sent out with feedback and opinions from parents regarding swimming.
* KT informed prices will be going up to £3 a lesson. There will be a cap of £65 per family and there is also an option to volunteer to pay to support another child to swim. This will be used to pay Mr Seaman and cover the costs of the pool. Class Reps felt this was very reasonable.
* KT informs that every child needs to swim and children will be swimming once a week for 10 weeks. At the end Mr Seaman will assess their swimming and give them certificates/badges.
* KT also informed the need of volunteers. Their role will just be to watch the children swim. Doesn’t necessarily need to be in your child’s class as that can sometimes be off putting. Volunteers will need a DBS and it would be helpful if it was the same volunteer for the whole 10 weeks as this would help children with continuity. Swimming hat and googles are essential.
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| **AOB** |
| * Feedback regarding Study bugs has been very positive, particularly the Friday Headteacher weekly update.

**ACTIONS:*** Send Study Bugs regarding summer fair stalls
* Include FOBS on newsletter

**Meeting ended: 3pm** |
| **NEXT MEETING DATE** |
| * **Thursday 18rd May at 2pm**
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| **FUTURE MEETING DATES** |
| * **Thursday 29th June at 2pm**
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**ACTIONS:**

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| **NO:** | **ACTION** | **RESPONSIBLE** |
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