



NEWSHAM PRIMARY SCHOOL
MEETING MINUTES

Meeting Name:	JLT Meeting		
Date of Meeting:	28.11.15	Time:	9.05am
Meeting Purpose:	Recycling update Website ideas Charity work	Meeting Lead:	DG
		Prepared by:	JLT members
Minutes of last meeting agreed as a true record?	Yes		
Matters arising: Maddie mentioned hand sanitisers around school need looking at as some of them are broken.			

1. Present (name and position)
BH, KS, JB, OE, BM, ER, NB, GL, AMc, MT, DG, LH

2. Meeting notes, decisions and issues
<p>The meeting opened with an update for JLT members about the Recycling Letter they drafted last week. Essentially, as soon as Mrs Watson meets with Mr Sanderson and his team we will be ready to get started. JLT members reminded each other of what would be expected of them when we do get started.</p> <p>DG showed JLT how the initial JLT page on the school website looks like. JLT went through each pdf folder that has been added to make sure that all of the information on the site was what they knew to be true.</p> <p>JLT members then shared some of the suggestions for what could be added to our page based on what their classmates had put forward. Grace said that although she liked some of these initial ideas, she felt that the JLT should be asking their classes for website ideas each week as this should develop over the year. The rest of the JLT agreed.</p> <p>Here were some of the first batch of ideas for the website:</p> <ul style="list-style-type: none"> • A 'Suggestions Section' where children can put forward a 'bright idea' or 'area for improvement' for the JLT. This was developed further by another JLT member who said we could then reply on to their comments to let them know what we were going to do about it. • A 'Successes Page' - where all of the JLTs successes could be shared. Images of JLT from the Polly Pebble unveiling, our Election Day, Star of the Month being recognised in assembly, the fact that we now have class blogs and all of the other things that the JLT have made possible through their hard work. • Following this, it was highlighted that anyone who comes forward with an idea for the JLT should be celebrated too. Whether that be the person who brought up the complaint about the water fountain being stood with the JLT by the fixed fountain during a photo or having them mentioned during our reply on the comments section of the suggestions page.

- Owen and Liam put forward an idea of Mrs Armstrong mentioning the JLT page and updating parents on what the JLT have been up to on the school Facebook Page.

After these initial ideas were brought forward and developed, time was given for any other business. Abbie said that she felt we should have whole school tidy time brought back at the end of the day with an announcement made to the whole school. Katie agreed because she says that in her class even after they've been asked to tidy up there are still things left on the floor which she picks up after the end of the day while she's waiting for Mam and Grandma to finish cleaning. Rest of the JLT agreed and this will be brought to Mrs Armstrong's attention.

DG then gave Katie time to share with the rest of the JLT what she would like to do for a sick member of the local community. A young girl named Sophia is very ill and has a disease which means she isn't able to move so she needs lots of sensory toys and equipment to keep her mind active. Katie's suggestion was to have a JLT sponsored Pyjama day. Grace then thought that on that day the school should be doing something active and we could even be able to make a team event. Alnwick vs Bamburgh vs Walkworth for some activity during break or lunch time with maybe other activities in classes. Katie is to meet with Mrs Armstrong next week and JLT members to field suggestions on how to raise money for this charity for next week.

Actions from previous meetings

SLT read the letter.

Mr Sanderson has arranged for the water fountain to be serviced before it was due and will look at it himself tonight.

Classmates have given initial ideas for website to be evaluated.

3. Action items		
Actions:	Assigned to:	Agreed date for completion or review.
Website suggestions to be put forward to AMA and NJ and see if they are possible.	DG	ASAP
JLT to discuss with their classes any charity suggestion ideas once Katie has met with AMA.	JLT Katie	Next week. To be discussed at next meeting.