



NEWSHAM PRIMARY SCHOOL
MEETING MINUTES

Meeting Name:	JLT Meeting		
Date of Meeting:	13.11.15	Time:	9.05am
Meeting Purpose:	New JLT goal setting	Meeting Lead:	DG
		Prepared by:	JLT members
Minutes of last meeting agreed as a true record?	n/a	n/a	n/a
Matters arising: Jamie Burton was elected as JLT representative for Oystercatchers as due to the classroom mixing up of pupils both Year 3 JLT members were in Kittiwakes. Other JLT members explained to Jamie the rules of our meetings and we discussed our successes from last year.			

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

2. Meeting notes, decisions and issues
<p>DG began the meeting by apologising to the JLT about the lack of time for meetings since the start of the year and explained that we will now have every Friday morning available to meet.</p> <p>The meeting began with a brief chat about future plans for the new school website. DG told the rest of the JLT that after a meeting with Mr Jones this week, we now have the go ahead for a JLT page on the school website. It was agreed that all members of the JLT will be contributing to the JLT blog page after DG shows them how to do it. At this point it was highlighted that, during one of our first meetings last year, we came up with idea of having class blogs on the school website. The JLT members were happy that, even though it had taken some time, classes in school will now be able to regularly update what they are doing. Maddie then said that it was also one of our original ideas to have a twitter and a facebook page and we all agreed that children and parents can now communicate with the school a lot more easily.</p> <p>The main focus of the meeting was on our potential goals for the coming year. JLT members brought notes with them from discussions they had had in their classes and shared their ideas with their fellow members. After a short discussion, we came back as a group and shared the ideas that we felt were going to be most achievable.</p> <ul style="list-style-type: none"> Recycling: This was a universal message that came from most of the year groups. The JLT want to make sure that there are two bins in each class, one for general waste and one for paper and card. It was mentioned that we don't want the cleaners to have an extra job to do as they are already short staffed. Grace came up with a solution to this. JLT members from

each class can collect the recycling 10 minutes before the end of the day and take it to a designated point for it all to be housed. This location was not decided and DG said he would discuss this further with Mrs Armstrong and Mr Jones. Suggestions were somewhere on the deck or by the year 3/4 and 5/6 doors.

- The next thing which all JLT members were in agreeance with was that the water fountain needs to be mended. The water is coming out incredibly slowly and the queues are getting longer. People are putting their mouths around the tap and Abbie suggested their might need to be a Hygiene talk to the whole school. Nicole said the time spent waiting for the water at the water fountain is wasting learning time and the other JLT members agreed saying that children get into trouble for 'spending too much time' at the water fountain but at the minute it can't be helped.
- A bin on the top yard - especially for mornings so that litter isn't left on the yard. It was mentioned that if we were able to fund it then we could have our JLT logo on it.
- Liam said that he felt there should be more equipment made available for KS1 on the yard. He said that something similar to the trim trail could be built onto part of the field and that would give more room for the children to play as the bottom yard is very crowded. Other JLT members agreed and Eve said it should be something for all ages and that it could be used when they are allowed on the field.
- Bethany said that if there was a soft path built from the end of the trim trail on to the yard, it could mean that even when the grass is wet that the children could still play on it, again giving more space.
- Lunchtime: The year 5 and 6 members of the JLT said that the tables were too small and they struggle to get four trays on the table. They also felt they should have metal cutlery and new cups as they find it difficult to use the plastic knives and forks that the younger children use.
- School Boat - The JLT were desperate for this to be used as a practical thing instead of what it is now. One suggested idea was to have a shack / cabin on the boat with a lock on it which could house all of the outdoor play equipment which would avoid some of the congestion at the year 5/6 door.

The JLT members finished off by saying they really want to have special pin badges with the JLT logo on so they can be worn every day and the other children in school know who they are.

The meeting ended here and DG will be collecting in all of the notes next week to take to Mr Jones and Mrs Armstrong to discuss how will move some of these ideas forward.

The JLT have now got to ask their classes what they would like to see on our page of the website.

Actions from previous meetings

N/A

3. Action items		
Actions:	Assigned to:	Agreed date for completion or review.
Meet with AMA and NJ about JLT objectives for the year.	DG	Next week.
Ask classmates what they would like to see on the JLT blog page.	JLT members	20.11.15
Discuss JLT pin badges with CW AMA and NJ.	DG	ASAP