

10.05.2021

Pre-school committee Minutes

**TITLE**

**Present:**

Susie Chester		Chairman
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**In Attendance:**

Monika Gray Kerrie Thorose Sarah G.	Helen Camilla Rosie	
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	<b>Action</b>
<b>Agenda</b>  <b>1. Staffing</b> <b>2. Garden improvement plan</b> <b>3. Tapestry</b> <b>4. Committee and Parent partnership</b> <b>5. SENCO</b> <b>6. Bucks Report</b> <b>7. Other discussed items</b>	
<b>1. Staffing</b> <ul style="list-style-type: none"><li>• Emma can be bank staff 2-3 days a week when she resumes her Masters</li><li>• Susie will do Facebook advert and will have a look at mums-the-word.co.uk (Agency) to hire additional bank staff</li><li>• Rosie's job has been advertised</li><li>• Need volunteers to do add jobs around pre-school (such as laminating, labelling and attaching these around various items).</li></ul>	Susie
<b>2. Garden improvement plan</b> <ul style="list-style-type: none"><li>• Need to drill and attach hooks around the garden</li><li>• Crates to be collected from Lacey's</li><li>• Shed project is nearly complete (kindly made by Kerrie's dad)</li><li>• Children love tools, need to purchase mini drills (or hand drills on Amazon for £4.50)</li><li>• Teach children about tools as tools and not toys, more ideas needed</li></ul>	Susie

<ul style="list-style-type: none"> <li>• We have lots of new resources, but they need a little bit of organising outside.</li> <li>• Forest school needs organizing (Sarah R. has experience) <ul style="list-style-type: none"> <li>- Need to check with the Estate if we can still use the grounds</li> <li>- There's Tree trunk forst school in Horsley green, Sprogs forest school for under 4's</li> <li>- Mice ate waterproof trousers, we have 15, need to get more 3-4yr and couple of 4-5yr</li> </ul> </li> </ul>	
<p><b>3. Tapestry</b></p> <ul style="list-style-type: none"> <li>• Staff falling behind as there isn't enough time to catch up due to ratios</li> <li>• Some staff not fully confident with using Tapestry properly and need more guidance</li> <li>• Laptop in the office has more tools on Tapestry then the app on a tablet and we are able to track the progress better.</li> <li>• Sarah G. to write a Tapestry summary so we can put it on the website</li> <li>• Email parents if we can share some of the children's Tapestry progress on the open day</li> </ul>	
<p><b>4. Committee and Parent partnership</b></p> <ul style="list-style-type: none"> <li>• Home packs are a success, lots of parents are taking part. More behaviour packs to go out next as they are popular. Ask parents for feedback if they want us to cover other topics in these Home packs.</li> <li>• Play, Learn and Socialise is to be brought back to help children to socialise with help of DVD's (POWS), puppets for role play. School leavers to be involved in this first to help prepare them for their transition in September.</li> <li>• Ask the Estate if we can do muddy walk</li> <li>• Mud&amp;Bloom – gardening packs for children (subscription)</li> <li>• Families are enjoying garden stay &amp; play</li> <li>• We could ask parents if they have a special skill to share with the children</li> <li>• Story reading videos from parents are very popular with the children</li> </ul>	
<p><b>5. SENCO</b></p> <ul style="list-style-type: none"> <li>• Job offer went out before Easter, two candidates took interest but haven't heard back from either of them.</li> <li>• One of our SEN children will be possibly moving, in which case we wouldn't have to recruit a SENCO staff, but it would be beneficial to have person with the knowledge on hand</li> </ul>	

<ul style="list-style-type: none"> <li>• One of our SEN children funding has been approved but only for 15 hours per week instead of 18hrs, parents agreed to cover those extra hours</li> <li>• We have couple of children with delayed speech development</li> <li>• Debbie needs support with IT but is great in her Senco role, just needs a little help with paperwork that involves the role</li> </ul>	
<p><b>6. Bucks Report</b></p> <ul style="list-style-type: none"> <li>• After the anonymous notification came through, Bucks had to investigate. Team put in action plan, all will attend training for the new EYFS framework to prove we are serious about it (it's 1.5hr long). Planning was reviewed, input from all staff and they are confident they are doing it to their best ability.</li> <li>• Bucks inspection was done by Rachel, who some of the staff knew and were surprised by her hostility and nitpicking about little details that we are aware of (labelling on the equipment needs to be done ASAP). Staff took notes and compared them after the interview was finished with the similar results. Rachel wants to come back (24 or 25<sup>th</sup> of May) to do a point observation. She has given 10 to-do points in the report, but staff are a little bit overwhelmed and stressed with the amount of work (and paperwork) that needs to be done by the next observation.</li> </ul>	
<p><b>7. Other discussed issues</b></p> <ul style="list-style-type: none"> <li>• The new headmaster of WW School is coming over to promote partnership</li> <li>• Lollypop lady Ms Walker is doing 2x a week workshop with children on how to cross the road safely</li> <li>• 22.6. and 29.6. volunteers needed at 9:30 and 10:30 to help walk leavers to school and back for their visit (Kerrie and Susie offered help)</li> <li>• Camilla and Kerrie offered help with the odd jobs that need doing around preschool</li> <li>• Green door button to be moved higher so children can't reach</li> <li>• Downstairs door (from the hall on the right side) is stuck open, needs fixing.</li> </ul> <p><b>Next meeting 7.6. 2021</b></p>	

M Gray  
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