

9.11.2020

Pre-school committee Minutes

TITLE

Present:

Susie Chester		Chairman
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In Attendance:

Rosie Jones Monika Gray	Helen Kerrie Ellen	
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Agenda	Action
1. Staffing <ul style="list-style-type: none">• New member Sarah R. managed EY in private school. Another member Claire joining our pre-school in January (council doesn't allow adults inside of the preschool, so Claire will have 3 month probation period with peer observation to replace the stay&play interview.• New pay system will be put in place to motivate staff to get more qualification and take on some roles.• Need to train someone as SENCO (Sarah shown interest in learning more).• Overlapping staff by couple of weeks (Emma bank staff, new member Sarah)	Ellen
2. Registers <p>January – 83% occupancy April – space for 3-4 more families to reach 100% occupancy September – at the moment only 18 children</p>	

<p>Open days (volunteers from Committee needed) 23rd of January 2021 (Saturday) 9th of March 2021 (Tuesday) 13th of May 2021 (Thursday) We need to do advertise (Bucks Free press – mentioning of our Xmas trail, Wycombe Sound)</p> <ul style="list-style-type: none"> • Laurena could do photos for a brochure (set up activities for children, children doing said activities – once lockdown is lifted) 	
<p>3. Outdoor space</p> <ul style="list-style-type: none"> • 2 new trolleys with lids, one for Maths, one for Literacy • Damp in store cupboard needs sorting with Bucks. • Bucks replaced boiler cage and dug out some patio slabs and didn't replace them, Ellen to find out the cost of said patio for Bucks to pay 	<p>Susie Ellen</p>
<p>4. Tapestry</p> <ul style="list-style-type: none"> • Trial started last week. • Rosie will try extend the trial for another two weeks. • App has Observations, next steps and it's easy to upload photos so parents can see. • If the trial is successful, we shall roll it out from January for all children – will need at least 3 devices for staff to use. 	<p>Rosie</p>
<p>5. Staff Uniform</p> <p>We need 24 navy tabard aprons with a front pocket. Kerrie offered to have a look around.</p>	<p>Kerrie</p>
<p>6. EYFS2021 Framework</p> <ul style="list-style-type: none"> • New government framework to be in place from September 2021 • We would ideally started implementing the new Framework from April • Need to review if extra training will be needed or if we have to implement new policies etc. 	
<p>7. Ofsted</p> <ul style="list-style-type: none"> • Our Ofsted inspection is overdue, however due to our Outstanding rating at the last inspection, we might not be seen as Ofsted's priority. 	
<p>8. Covid-19</p> <ul style="list-style-type: none"> • Face mask for parents during drop off/pick up. • No visits on site while children are in. • Hazard tape on the ramp didn't stick, Monika offered to paint it as a line at the end of the ramp when the weather is dry. • Families have right to refuse to test their family – nothing we can do, but ask for them to isolate for 2 weeks. 	<p>Monika</p>

<p>9. Finance update</p> <p>Grant from Hearts of Bucks, Facebook donation of £90, Waitrose gave us £333. Ellen hoping for another smaller grant around £200.</p>	
<p>10. Fundraising</p> <ul style="list-style-type: none"> • Christmas trail 20+21st of December – Susie will ask Festive committee if they are doing Festive windows competition (1st prize hamper) • Christmas DVD – children could sing few songs, we could sell to parents • Singing at the driveway at 11:30 AM, 2:30 PM • Xmas party will need a think whether it's doable • We could use a projector and screen so the children don't have to watch Yoga etc. on a small laptop screen. • Christmas Hampers – Susie and Monika to figure it out. Possibly with a bottle of prosecco rather than bottle of gin&mixers to keep the cost down. • Christmas raffle – lots of various things in cupboard <ul style="list-style-type: none"> -Rosie to contact one of parents who's seller for TK Maxx - George and Dragon take away voucher? - Photography voucher - Megatron car from Susie - Susie has a friend who could source large teddy - Wine hamper <p>Possibility for online raffle, need to find out what would their cut be.</p> <ul style="list-style-type: none"> • Scholastic book club – link to be send to parents, for every £10 spent, preschool will get £1 towards new books. • February Muddy walk on the Estate 	
<p>Next meeting 14.12. 2020</p>	

M Gray
Secretary
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