



# School Council 2015/2016 Meeting Minutes

*Burdett-Coutts & Townshend Foundation  
CE Primary School*

**“Working Together in Faith, Hope and Love.”**

Wednesday 11<sup>th</sup> November

Agenda:

1. Register
2. Roles of: Chair, Secretary, Treasurer
3. Budget
4. Playground Equipment
5. Assembly

1. Register

Year 5 school members absent as on an educational visit.

2. Roles of: Chair, Secretary, Treasurer

Roles have been elected.

Chair: Adam

Secretary: Ruth

Treasurer: Louise and Joshua (Year 6)

**Action: Miss Graham and Adam to meet ten minutes before each school council meeting so that the agenda for the meeting can be discussed.**

3. Budget

We have £200 for the year and a special playground budget which is £300. We discussed the roles of the new treasurers in managing this budget.

**Action: Louise and Joshua to keep a record of the school council budget.**

4. Playground equipment

We spent some of today's meeting looking through school equipment catalogues. We then created a wish list of things we would like to buy for the playground. The wish list consisted of: books and boxes for the gazebo, hula hoops with a rack for storing, skipping ropes, badges for playground buddies, space hoppers, benches, giant Lego, maths games.

We also discussed the possibility of investing time in teaching children games that they can play in the playground, for example clapping games.

**Action: Miss Graham to investigate playground games that school council could teach the rest of the school. At next week's meeting agree on key items we would like to buy from the wish list.**

## 5. Assembly

School council are going to introduce themselves at tomorrow morning's assembly. Adam is going to lead this.

### Matters arising on action points from previous meetings

- Catalogues were brought to today's meeting and a wish list created.
- Roles of chair, secretary and treasurer have been decided.