

## Minutes of Meetings

	<b>Meeting Title:</b> <b>Meeting Date:</b> <b>Meeting Time:</b> <b>Meeting Location:</b>	<b>Pupil Council</b> <b>20/01/2015</b> <b>01:30pm</b> <b>School Hall (Upper)</b>
<b>Meeting called by:</b> Mrs Rankin and Mr Bacon <b>Type of meeting:</b> Full Pupil Council <b>Note taker:</b> Mr Bacon	<b>Attendees:</b> <b>Staff:</b> Mr Bacon, Mrs Rankin and Mr Vaughan. <b>Pupil Councillors (Year 1-6):</b> Joseph Ransom (4VT), Grace Pepper (4VT), Lily Stubbs (3/4), Luca Kinch (3/4), Katie Phillips (5DM), Harley Hughes (5DM), Molly Stuckberry (1DT), Charlie Wisby (1DT), Hayley Welch (4PH), Louis Clark (4PH), Zoe Mills (5NE), William (5NE), Declan Homewood (6VH), Skye Standivan (6DR), Timothy Liu (6DR), Oleta Adams (6VH), Connie (2CS), Seb (2CS), Samuel (3FP), Harry (3FP), Olivia (3RM), Rosie Havbro (5/6CS), Liam Banks (5/6CS), Cameron (3RM).	
<b>Agenda Topic 1: Welcome, register, introductions and handover.</b>		
<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Mrs Rankin handed over the responsibility of the Pupil Council to Mr Bacon.</li> <li>• Pupil Councillors showed their gratitude to Mrs Rankin for her hard work.</li> <li>• Explanation of what an 'Agenda' is and how it will work each meeting.</li> <li>• New venue for full Pupil Council meetings and circular layout with chairs and tables</li> <li>• A reminder of the list responsibilities and powers of Pupil Councillors to inspire ideas for the coming months.</li> <li>• Mr Bacon asked Pupil Councillors to let him know if they feel meetings need to run differently and how Pupil Council can run more efficiently.</li> </ul>		
<b>Conclusions:</b> <ul style="list-style-type: none"> <li>• Children to inform Mr Bacon in the future if they think meetings should be run differently.</li> <li>• Full council meetings to be held in the School Hall in an afternoon to allow more space for discussions and for all Pupil Councillors to sit comfortably.</li> <li>• Chairs to be set out in a circular formation so that all Pupil Councillors to see and hear each other during meetings.</li> <li>• Name place cards to be made by Mr Bacon to put on each desk for the next meeting. This will help when taking notes and for addressing each other by name.</li> </ul>		
<b>Action Items:</b>	<b>Person(s) responsible:</b>	<b>Deadline:</b>
Create name place cards for Pupil Councillors	Mr Bacon	Next meeting
<b>Agenda Topic 2: Mr Vaughan proposal: Fundraising - St Mungo's Broadway Homeless Charity.</b>		
<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Mr Vaughan was a special guest and presented a fundraising day idea to the Pupil Councillors.</li> <li>• Proposal – A fundraising day for St Mungo's Broadway Homeless Charity. Children to wear any hat on Friday 30<sup>th</sup> January and donate £1 to this charity.</li> <li>• Mr Vaughan explained the purpose of the charity and how it helps provide clothing and advice on finding homes for homeless people.</li> <li>• Pupil Councillors asked Mr Vaughan questions on what type of hats can be worn.</li> </ul>		
<b>Conclusions:</b> <ul style="list-style-type: none"> <li>• Pupil Councillors voted unanimously in favour of holding this fundraising day. This needs to be confirmed by Miss Clarke and promoted.</li> </ul>		
<b>Action Items:</b>	<b>Person(s) responsible:</b>	<b>Deadline:</b>

Present Miss Clarke with this fundraising idea and ask permission for this day to go ahead.	Mr Bacon	22/01/2015
Create a poster for this fundraising day and distribute to classes and around the academy.	Pupil Councillors	26/01/2015
Include a piece in the academy newsletter.	Miss Clarke/Mr Bacon	23/01/2015
Promote on Twitter.	Miss Clarke/Mr Bacon	26/01/2015
Promote in assembly.	Pupil Councillors/Mr Bacon/Mr Vaughan	24/01/2014

### Agenda Topic 3: Special guests to invite to meetings.

#### Discussion:

- Who could we invite to future meetings and to the school? Councillors split into groups and came up with different ideas. Pupil Councillors reported back to the group.

#### Conclusions:

- Ideas of individuals we could invite included: Amber Rudd MP; local councillors; other pupils; the Prime Minister or Education Secretary; Barack Obama; The Queen; members of the army; 'FAB' members, charity representatives, e.g. Cancer research.

#### Action Items:

Mr Bacon and Pupil Councillors to write letters/emails inviting in special guests.

#### Person(s) responsible:

Pupil Councillors with the help from Mr Bacon.

#### Deadline:

Ongoing.

Send a letter to the Queen and Prime Minister about our concern for homeless people and our fundraising efforts.

Pupil Councillors.

Early February

### Agenda Topic 4: Pupil Council Mission Statement

#### Discussion:

- What is a mission statement for? Mr Bacon and Pupil Council looked at an example mission statement and as a group added and changed areas to suit Ark Blacklands Primary Academy. Sam in year 3 successfully amended the aims to include charity work as well.

#### Conclusions:

- After a discussion and vote on its wording, the Pupil Council voted in favour of the following 'Mission Statement'. (21 voted for the statement, 2 voted against & 2 abstained).

**Mission Statement**  
**One Body, Many Voices**

*The purpose of our Pupil Council is to encourage pupils to get involved in the issues which concern them and give pupils a greater voice in what happens, in and around the academy.*

*Our Pupil Councillors discuss ideas and issues with each class and report back to Pupil Council with suggestions and concerns.*

*It is our aim to promote a friendly, caring and safe environment for everyone to learn.*

*Everyone's opinions and views matter at Ark Blacklands Primary Academy. Therefore, we have two members of the council from each class and children are encouraged to participate in the group to cover issues that concern the different age groups.*

#### Our Aims

*To make sure that our academy is a safe and happy place for all children to learn, excel and succeed.*

*To make sure that pupils have a place to allow their voices to be heard.*

*To encourage and inspire all pupils to suggest ideas and improvements for the academy.*

*To make sure any suggestions or concerns are listened to and acted upon.*

*To help raise awareness and fundraise for various local and international charities.*

*Pupil Council helps to improve our school community by providing a means through which each child's point of view is heard. Our approach is to listen to all views and discuss them fairly. This in turn nurtures responsibility and a strong sense of pride and togetherness.*

Action Items:	Person(s) responsible:	Deadline:
Mission Statement to be printed for each Pupil Councillors and included on the Pupil Council section of the Ark Blacklands website.	Mr Bacon	23/01/2015

#### Agenda Topic 5: Pupil Council Roles.

##### Discussion:

- There will be a new set of roles for Pupil Councillors to run for and have responsibility over. There was a brief discussion on the responsibilities associated with each role. This is to allow for a more student led and efficient Pupil Council.
- Pupil Council Roles will include: Chair (Year 6), Vice Chair (Year 6), Secretary, Charity Co-ordinator, Events Co-ordinator, Sierra Leone Officer, Publicity Co-ordinator, Photographer.

##### Conclusions:

- At the next meeting, Pupil Councillors will have the opportunity to stand in an internal election for the various roles of the Pupil Council. New roles may be added throughout the term.
- Two Year 6 girls (Skye and Oleta) have shown interested in running for the position of 'Chairperson'. Mr Bacon will help mentor the 'Chair' so that they know how to perform in this new role.

Action Items:	Person(s) responsible:	Deadline:
Pupil Councillors to prepare speeches or ideas of what they would bring to the role they wish to stand for.	Pupil Councillors.	Next meeting.

#### Agenda Topic 6: Red Nose Day (Friday 13<sup>th</sup> March)

##### Discussion:

- Councillors discussed various ideas on how we can raise lots of money and have fun for Red Nose Day on Friday 13<sup>th</sup> March.
- The ideas the Pupil Council generated include:
  - Blackland's Got Talent or X Factor Show (staff and children)
  - Cake sale – funny face design theme
  - Bake off
  - Gunge the teacher (pay money to do this or to vote for the teacher you want to see gunged)
  - Staff Performance
  - Art competition
  - Face painting (ask FAB for assistance)
  - Sponsored silence
  - Mufti Day (red theme or pyjama theme)

- Mr Bacon notified the Pupil Council that the 'Friends of Ark Blacklands' (FAB) are interested in helping out with Red Nose Day.

**Conclusions:**

- Pupil Councillors are to go back to their classes and acquire more ideas for Red Nose Day and to select their favourite ones.

**Action Items:**

Pupil Council to speak to classes for more Red Nose Day fundraising ideas.

**Person(s) responsible:**

Pupil Councillors.

**Deadline:**

Next meeting.

Pupil Councillors to speak to staff to start gathering a list of teachers who wouldn't mind being gunged.

Pupil Councillors.

Ongoing.

**Agenda Topic 7: Any Other Business (AOB)**

**Discussion:**

- Pupil Councillors to find out what improvements other children would like to see in the school. Hand dryers in the toilets were mentioned. We can discuss this further next time.
- 'Be a friend week' which can link to anti-bullying. To be discussed in more detail at our next meeting.

**Conclusions:**

- Children to speak to peers about items they'd like the Pupil Council to discuss at future meetings.

**Action Items:**

Mr Bacon to include items from AOB onto the agenda for the next meeting.

**Person(s) responsible:**

Mr Bacon

**Deadline:**

Next Meeting

**Next Full Pupil Council Meeting: Wednesday 4<sup>th</sup> February 2015.**