School Business Meeting

Date…24th February 2026

Present at 8.30am……. Jayne, Jackie, Louise

~~Farzanah B~~, Lisa B, Elena B, Amy C, Liane C, Jessica D, Annette D, Andrea G, Ciara G, Sarah H, ~~Abbie H~~, Jane H, Tasha H, Ella H, Kirsty L, Tom M, Donna N, Maja, O Sonya P, Traci P, Sana S, Laura S, ~~Alice S~~, Emma S, Dagmara S, ~~Holly S~~, ~~Velda U~~, Lilly W, Emily W.

Apologies/Absent… Mel H, Maggie M, Helen C (Breakfast Club), Karen W, Pauline H (Booster), Gaye H, Holly (not working), Alice & Farzanah (on course), Abbie & Velda (no reason).

Item	Minutes	Action Who & When
Welcome back	Welcome back. This is a short half term with lots happening.	
Around the school	If staff see anything; health & safety issues, sick, mess, dropped paper etc, report it / deal with it. Please do not leave it for someone else.	
Science Week	Ciara gave information regarding Science Week. Ciara has also sent an email to staff with the timetable. Please note the hall is being used for some of these events.	
Easter	We have an Easter raffle already advertised to parents. Egg hunt – policy reminder the children cannot be give the eggs, please given them to the parents at the end of the day. Children's Easter Disco – Mel has organised where everyone will be, if you are unsure, please ask her.	
Reports	Please ensure you have completed all your reports and given them to Jayne by 2nd March. If you finish them earlier, please let her know. Once Jayne has completed her section, please change them to a PDF and upload them to CPOMS.	
World Book Week (National)	Louise has organised lots of events and will send a timetable out. No dressing up. Some events will be in the hall all day. The photo winners are going to Next Page bookshop this week to purchase books for the school. We raised £600 in the sponsored read – so have £1000 to purchase books.	

Uniform	Please speak to parents when you see children not following the uniform policy. PE kit should be worn for PE lessons.	
Voices	Urban Stride (from Young Voices) have been booked to visit 21.4.26 for workshops.	
Coding	Maja explained the coding workshop and has emailed out a timetable for 26.3.26. Maja will be holding an e-safety assembly on 23rd March at 9.15am.	
Ofsted	At the Headteachers update they talked about the new Ofsted framework and expectations. The SLT will be visiting classes with this in mind. Our last Ofsted was 12th July 2023.	