



School Council Minutes

Date: Thursday 18th October 2018

Venue: Year 2 Teaching Base

Focus: Constitution and Ground Rules

Minutes taken by: Mrs Khan

Apologies: None

Format of the Meeting

New School Councillors were welcomed and congratulated for being the future voice this academic year for Becontree Primary. Mrs Khan explained in detail the format of School Council Meetings, taking into account pre and post meeting procedures.

Ground Rules

Councillors agreed to add additional rules and make changes to the Ground Rules for this academic year. Mrs Khan to up-date Ground Rules for next meeting, in preparation for Councillors to approve and update on the School Council Website. **Action: Mrs Khan**

School Council Constitution

School Councillors agreed to add the following clause to the Constitution:

‘Councillor Representatives can only be elected two consecutive years’, this will give other children the opportunity to be Councillors as in the past some Councillors have been Representatives for over 4 years. Mrs Khan to update the Constitution in preparation for Councillors to approve and sign in the next meeting. **Action: Mrs Khan**

Councillors expressed concern with clause ‘if attendance falls below 96%’, and wanted clarification if children are absent from school on religious days, would this affect their position representing the school? Mrs Khan investigated and clarified that religious absences are authorised leave and does not affect children’s attendance. Mrs Khan to update Constitution, ready for signing/approval. **Action: Mrs Khan**

Key Roles – Chairperson/Secretary

Councillors were briefed on the Key Roles of Councillors – Chairman, Vice Chairman, Secretary and Treasurer. Councillors to decide for the next meeting whether they wish to apply for the two key posts (Chairman and Secretary) and whether they have the skills to fulfil the main duties of the roles. **Action: Councillors**

Suggestion Boxes

Each Class was presented with a Suggestion Box and an additional suggestion box placed in the main office for parents to make suggestions on slips provided. Mrs Khan requested Councillors to check box regularly and inform their class mates that sensible suggestions need to be placed in the box. These will be forwarded once collected to Mrs Ziane to discuss in the SMT Meetings.

School Council Website

Councillors were made aware of the school council website and were informed that all information and documentations were updated regularly. Mrs Khan welcomes any ideas or suggestions to improve the School Council website.

Feed Back to Class mates and class teacher

Younger Councillors were reassured that if they encountered difficulties in reporting back to class/teacher, they could speak to Year 6 and 5 Councillors to assist them. Alternatively, Mrs Khan agreed to speak to their teachers if younger Councillors needed assistance in feeding back to class.

Young People's Art & Culture Conference – 5th October 2018

Becontree Primary School yet again represented the Young People's Culture Conference held on 5th October 2018. Mrs Khan and four Councillors, Yasser Kadaoui, Sabira Uddin, Aman Ejaz and Havillah Osei attended the Conference to address some questions and challenges and to promote 'Our Culture, Our Future'. Becontree Primary Councillors provided their view and ideas which were later put forward to the Senior Management Staff attending the afternoon Conference. Councillors were given a variety of tasks to participate in whilst enjoying a number of performances (dance, poetry and rap). Mrs Khan to provide feedback on the school council website. **Action: Mrs Khan**