



## Meeting 1

Wed. 30<sup>th</sup> September 2015

The group had their photograph taken and we discussed how meeting will take place in future.

1. The Chairperson will organise what is to be discussed (the AGENDA)
2. The secretary will take notes during the meeting and type them up afterwards.
3. The secretary will make sure everyone in the school council has a copy of the notes (the MINUTES)
4. Each member will bring the ideas they have collected from their classes to discuss.
5. Everyone will listen carefully to the discussions and help make decisions.
6. Each meeting we will look at Rights Respecting Schools Award.
7. Meetings to be in the first week of each month.

### Election of Chair and Secretary:

Chair: Oliver S and Oliver C to share the role

Secretary: Jake with Georgina to support

### What the representatives need to do:

- ✓ Make a notice board area in their classrooms
  - It will need a School Council banner
  - Photos of class representatives
  - Minutes of the meeting
  - Blank paper for the class to write ideas on.
- ✓ Have time to report back to the class what has been discussed and to tell them about the notice board
- ✓ Collect ideas about Right Respecting Schools Award.