



# CHESWOOD JUNIOR SCHOOL

## Junior Governor Minutes 2022-23



### Meeting Attendance

Class		New Class in Sep 23	7 Nov 2022	13 Jan 2023	9 Mar 2023	25 Apr 2023	12 Jun 2023	14 Jul 2023	18 Sep 2023	9 Oct 2023
Mr Yelling			Y	Y	Y	Y	Y			
Philippa Jackson (Gov)			N	Y	N	Y	N			
Sao Roque (Gov)			N	N	N	N	N			
Mia	3CH					Y	Y			
Boss	3CH					Y	Y			
Tristan	3DH					Y	Y			
Amy	3DH					Y	Y			
Otto	3HC					Y	Y			
Amber	3HC					Y	Y			
Sully	3PB					Y	Y			
Laura	3PB					Y	Y			
Ethan P	4CR		Y	Y	Y	Y	Y			
Lilly B	4CR		Y	Y	Y	Y	Y			
Elizabeth P	4EV		Y	Y	Y	Trip	Y			
Gabriel A	4EV		Y	Y	Y	Trip	Y			
Millie O	4LB		Y	Y	Y	Trip	A			
Kaiden W	4LB		Y	Y	Y	Trip	Y			
Jason W	4LH		Y	Y	Y	Y	Y			
Siya T	4LH		Y	Y	Y	Y	Y			
Sonny F	4MP		Y	Y	Y	Y	Y			
Joao PC	4MP		A	A	Y	Y	Y			
Hridishtitha G	5AL		Y	Y	Y	Y	Y			
Jenson C	5AL		Y	Y	Y	Y	Y			
Mohammad A	5CL		Y	Y	N	Swim	Y			
Jessica S	5CL		Y	Y	Y	Swim	Y			
Emilia O	5HM		Y	Y	Y	Y	A			
Leon AV	5HM		Y	Y	Y	Y	Y			
Kaidan M	5JS		Y	Y	Y	Y	Y			
Ophelia G	5JS		Y	Y	Y	Y	Y			
Tallulah W	5ML		Y	Y	Y	Y	Y			
Alfie C	5ML		Y	Y	Y	Y	Y			
Ben R	6AH		Y	Y	Y	A	Y			
Frankie B	6AH		Y	Y	Y	Y	Y			
Maiya JB	6NB		Y	Y	Y	A	Y			
Lochlan S	6NB		Y	Y	Y	A	Y			
Val HR	6NS		Y	Y	Y	Y	Y			
Karen L	6NS		Y	Y	Y	Y	Y			
Barnaby P	6PO		Y	Y	Y	Y	A			
Isla D	6PO		Y	Y	Y	Y	Y			
Jake S	6RW		Y	Y	Y	Y	Y			
Katerina P	6RW		Y	Y	Y	Y	Y			
Emily K	6SJ		Y	Y	Y	Y	Y			
Michael L	6SJ		Y	Y	Y	Y	Y			



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### Areas to focus on for future meetings

#### AGENDA

<b>Group:</b>	Junior Governors				
<b>Date:</b>	14/07/2023	<b>Room:</b>	Staff Room		
<b>Start:</b>	14:15	<b>Finish</b>	15:15		
<b>Items</b>				<b>Who</b>	<b>Actions</b>
<b>Awards for Y6 Junior Governors</b> <ul style="list-style-type: none"><li>- Gold Awards provided for all of the Year 6 JGs in recognition of the service they have given the school.</li></ul>				CY	
<b>Year 6 Reflections</b> <ul style="list-style-type: none"><li>- Reflections on what year 6 JGs have achieved.</li><li>- Advice for future JGs.</li></ul>					
<b>Behaviour</b> <ul style="list-style-type: none"><li>- What are the main issues and what can we do about them?<ul style="list-style-type: none"><li>o In Class</li><li>o At play/lunch</li></ul></li></ul>				CY/ PJ	
<b>Standing Items</b> (What are the JGs views on the following items?) <ul style="list-style-type: none"><li>- Behaviour (Is behaviour generally good enough in class and on the playground?) –</li><li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) –</li><li>- Pen watch!</li></ul>					
<b>Feedback from Classrooms (JGs reporting back concerns)</b> <ul style="list-style-type: none"><li>-</li></ul>					

#### AGENDA

<b>Group:</b>	Junior Governors				
<b>Date:</b>	12/06/2023	<b>Room:</b>	Staff Room		
<b>Start:</b>	14:15	<b>Finish</b>	15:15		
<b>Items</b>				<b>Who</b>	<b>Actions</b>
<b>Teacher Interviews</b> <ul style="list-style-type: none"><li>- JGs agree interview questions and 6 JGs to interview.</li></ul>				CY	Junior Governors selected from 3PB, 4EV & 5AL.  Questions discussed in groups and decided upon as a whole – recorded for teacher interviews.
<b>Charity and Awareness Events</b>				CY	6 groups worked on a half term each. Days were



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- JGs decide which charity days the school should support in 2023-2024 and which days they would like to raise awareness for.		decided and shared.
<b>Behaviour</b> <ul style="list-style-type: none"> <li>- What are the main issues and what can we do about them? <ul style="list-style-type: none"> <li>o In Class</li> <li>o At play/lunch</li> </ul> </li> </ul>	CY/ PJ	Unable to cover this, moved to next meeting.
<b>Standing Items</b> (What are the JGs views on the following items?) <ul style="list-style-type: none"> <li>- Behaviour (Is behaviour generally good enough in class and on the playground?) –</li> <li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) –</li> <li>- Pen watch!</li> </ul>		18/35 behaviour good 23/35 learning progressive 18/35 resources still a problem
<b>Feedback from Classrooms (JGs reporting back concerns)</b> <ul style="list-style-type: none"> <li>-</li> </ul>		

### AGENDA

Group:	Junior Governors		
Date:	25/04/2023	Room:	Staff Room
Start:	14:15	Finish	15:15
Items	Who		Actions
<b>New Y3 Governors</b> <ul style="list-style-type: none"><li>- Welcome to new Y3 Junior Governors<ul style="list-style-type: none"><li>o Website updated</li><li>o Display board updated</li></ul></li></ul>	CY	JG badges handed out	
<b>Pupil Voice Assembly</b> <ul style="list-style-type: none"><li>- What is 'bullying' and what is 'unkind behaviour'? (repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power)<ul style="list-style-type: none"><li>o <a href="https://anti-bullyingalliance.org.uk/tools-information/all-about-bullying/understanding-bullying/definition">https://anti-bullyingalliance.org.uk/tools-information/all-about-bullying/understanding-bullying/definition</a></li><li>o With help from the Anti-Bullying Ambassadors?</li><li>o <a href="https://www.antibullyingpro.com/resources">https://www.antibullyingpro.com/resources</a></li><li>o What is 'snitching' and what is 'telling an adult'?</li><li>o Z:\Class Shared\Junior Governors</li><li>o Assembly booked for Wed 3 May</li></ul></li><li>-</li></ul>	CY	8 JGs to host assembly = Ethan, Sonny, Jaoa, Leon, Siya, Jenson, Isla, Emily  Ideas for how to deal with problems – tell an adult. What if it was a best friend?  Would people who say snitch like it if it was the other way around?  Snitch is not unkind because it	



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		<p>is about someone who helps others – turn snitch into a positive</p> <p>Define snitch – telling something that does not need to be told</p> <p>Bullying is not ok. Swearing at people is not ok.</p> <p>You can't bully a friend, because a true friend would not bully.</p> <p>Scenario – friend who does not play with another friend – bullying, unkind or choice?</p>
<b>Standing Items</b> (What are the JGs views on the following items?) <ul style="list-style-type: none"><li>- Behaviour (Is behaviour generally good enough in class and on the playground?) –</li><li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) –</li><li>- Pen watch!</li></ul>		<p>10/31 behaviour good</p> <p>21/31 learning progressive</p> <p>25/31 resources still a problem</p>
<b>Feedback from Classrooms (JGs reporting back concerns)</b> <ul style="list-style-type: none"><li>- Idea for JG leaders (Prime Minister &amp; Deputy or Chair &amp; Vice Chair – choose campaign for year i.e anti-bullying, environment) – vote 10 v 21</li><li>- Taking glue sticks from other tables 3HC</li><li>- People being careless + people shouting out 3CH</li><li>- Pen watch a worry for 3PB</li><li>- Wet break monitors 6RW – equipment looked after</li><li>- 6PO Benches for Y6 in assembly – volunteers/monitors to set up and pack away.</li><li>- 6SJ – pen lids melted by friction by rubbing on floor!</li><li>- 5AL – bottom of sink needs to be replaced.</li><li>- 6NS – Not enough equipment for play leaders to use in Y3/4 playground.</li></ul>		

### AGENDA



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<b>Group:</b>	Junior Governors		
<b>Date:</b>	09/03/2023	<b>Room:</b>	Staff Room
<b>Start:</b>	14:15	<b>Finish</b>	15:15
Items	Who	Actions	
<b>Pupil Voice Assembly</b> <ul style="list-style-type: none"><li>- A very successful assembly was held by Hridishtitha, Ophelia, Michael, Emily, Lochlan and Isla about the how to talk to JGs and what about. This resulted in suggestions via the on-line form.</li><li>- Taking Responsibility: Why should pupils take responsibility for looking after stuff (play equipment, class resources)?<ul style="list-style-type: none"><li>o Z:\Class Shared\Junior Governors</li><li>o Assembly booked for Wed 29 March</li></ul></li></ul>	CY	6 JGs to host assembly = Jason, Jake, Elizabeth, Jessica, Lilly, Karen. To meet CY on Monday lunchtime to plan assembly.	
<b>Year 3 Junior Governors</b> <ul style="list-style-type: none"><li>- These will be appointed in time for our next meeting.</li></ul>	CY	CY sent information to Y3 teachers to be able to appoint JGs ready for summer term.	
<b>PE Award</b> <ul style="list-style-type: none"><li>- Enjoy PE: 27/31</li><li>- Think PE lessons high quality: 26/31</li><li>- Do a PE club: 13/31</li><li>- Do sport out of school: 13/31</li></ul> <b>Quotes</b> <ul style="list-style-type: none"><li>- PE is good because it gets me involved in competitions.</li><li>- PE teaches you to keep your head up and stay strong.</li><li>- PE gets you active and fit.</li><li>- PE makes you healthy and better at sport.</li><li>- PE teachers friendly and people enjoys lessons.</li><li>- The PE teachers motivate you to improve.</li><li>- PE helps you improve your athleticism.</li></ul>	CY		
<b>Standing Items</b> (What are the JGs views on the following items?) <ul style="list-style-type: none"><li>- Behaviour (Is behaviour generally good enough in class and on the playground?) – Yes - 18/31</li><li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) – Yes – 21/31</li><li>- Pen watch! Yes more careful – 6/31 'better than before'</li></ul>	CY		
<b>Feedback from Classrooms</b> (JGs reporting back concerns) <ul style="list-style-type: none"><li>- Joshua C – 4LB - Make all classes 5 minutes longer so after the first half of the class the 5 minutes can be used to recap and knowledge that is important for the lesson. (On-line form)</li><li>- Eva P – 3DH - Can we have iPad monitors please? (On-line form)</li><li>- Ben 6AH – School Fair on Friday all agreed</li><li>- Barnaby – 6PO – Stop handing out leaflets as they get thrown away – 1/3 agree. Chairs for assembly.</li><li>- Elizabeth – 4EV – Line monitors in lunch hall so teachers can focus more on people at tables. Half agree.</li></ul>	JGs		



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- Kaiden – Pizza more often for lunches. 1/3 agree		
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### MEETING

<b>Group:</b>	Junior Governors			
<b>Date:</b>	13/01/2023	<b>Room:</b>	Staff Room	
<b>Start:</b>	14:15	<b>Finish</b>	15:15	
<b>Items</b>			<b>Who</b>	<b>Actions</b>
<b>Pupil Voice Assembly</b> <ul style="list-style-type: none"><li>- What to talk to your Junior Governor about.<ul style="list-style-type: none"><li>o Z:\Class Shared\Junior Governors<ul style="list-style-type: none"><li>▪ Create PowerPoint</li><li>▪ Create poster for around school</li></ul></li></ul></li></ul> <p>Many volunteers so had to use selection wheel to decide 6 JGs to host the assembly. JGs discussed what they would like to include in the assembly.</p> <ul style="list-style-type: none"><li>- Assembly booked for Wed 25 January</li><li>- Voted to swap taking responsibility with bullying assemblies</li></ul>			CY	-Assembly hosts = Hridishtitha, Ophelia, Michael, Emily, Lochlan, Isla
<b>Standing Items</b> (What are the JGs views on the following items?) <ul style="list-style-type: none"><li>- Behaviour (Is behaviour generally good enough in class and on the playground?) – Yes = 10/31; No = 21/31<ul style="list-style-type: none"><li>o People not listening/talking during lessons – especially supply teachers</li><li>o People shouting out in class – especially if not usual teacher</li><li>o People leaving class when not meant to</li><li>o Wet play silliness</li><li>o People fiddling with things in lessons that is distracting</li><li>o Play fighting at lunchtime</li></ul></li><li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) – Yes = 25/31; No = 6/31</li><li>- Pen watch!</li></ul>				
<b>Feedback from Classrooms (JGs reporting back concerns)</b> <ul style="list-style-type: none"><li>- Ophelia – class didn't know what JGs are for (assembly will answer this)</li><li>- Emily – When is the next treat week? Where can we find that information? (Planned for week after half term. Find in calendar on parent newsletter - posted at each gate)</li><li>- Barnaby – Are gold awards happening? (not this term, but possibly in future)</li></ul>				

### MEETING

MEETING						
Group:	Junior Governors					
Date:	07/11/2022	Room:	Staff Room			
Start:	14:15	Finish	15:15			
Items					Who	Actions
Gold Awards for Service						



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<p><b>Welcome to new Junior Governors and explanation about the role – Junior Governor Badges given out</b></p> <ul style="list-style-type: none"><li>• Attend Governor Meetings and take an active part in discussions</li><li>• Talk to your class, take notes and report back what they say<ul style="list-style-type: none"><li>○ Present ideas to the class (charities, fayres, discos)</li><li>○ Talk about school issues and possible solutions</li><li>○ Ask about areas of school life</li><li>○ Explain your ideas and listen to classmate's ideas</li></ul></li><li>• Report back to class what has been decided at meetings</li><li>• Be involved in work and projects as decided by Junior Governors</li><li>• Take part in interviewing possible new members of staff.</li><li>• Communicate with lots of different people (Head, Teachers, TAs, Governors, Parents, Pupils)</li><li>• Help create reports and messages</li></ul> <p><b>Recommendations from the last JGs</b></p> <ul style="list-style-type: none"><li>- Junior Governors to be prepared for the meetings – JG book, pen/pencil</li><li>- Change day of meeting so not always the same lessons missed (i.e. not always Monday 2.15-3.15pm)</li><li>- CY speak to teachers about how they can support JGs better – time to talk in class, look after JG book for them</li><li>- JG message in assembly on a regular basis<ul style="list-style-type: none"><li>○ Prepare message (PowerPoint or IWB flip) in JG meeting</li><li>○ JGs deliver message in assembly – monthly/termly?</li><li>○ JGs create posters for display</li><li>○ E.g. why it is important to look after play equipment and classroom resources or anti-bullying message</li></ul></li><li>- JG idea to have class box for lost items</li></ul>	CY	CY to make alterations to mistakes on JG website and display board
<p><b>Pupil Voice</b></p> <p>Assembly ideas for JG to deliver - monthly/ half termly (prepare message in JG meetings – PowerPoint or flip + create posters for around school)</p> <ul style="list-style-type: none"><li>- What to talk to your Junior Governor about.</li><li>- What is 'bullying' and what is 'unkind behaviour'? (repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power)<ul style="list-style-type: none"><li>○ <a href="https://anti-bullyingalliance.org.uk/tools-information/all-about-bullying/understanding-bullying/definition">https://anti-bullyingalliance.org.uk/tools-information/all-about-bullying/understanding-bullying/definition</a></li><li>○ With help from the Anti-Bullying Ambassadors?</li><li>○ <a href="https://www.antibullyingpro.com/resources">https://www.antibullyingpro.com/resources</a></li></ul></li><li>- What is 'snitching' and what is 'telling an adult'?</li><li>- Why should pupils take responsibility for looking after stuff (play equipment, class resources)?</li></ul>	CY	JGs voted for Junior Gov introductions first, anti-bullying second and resources third.
<p><b>Standing Items</b> (What are the JGs views on the following items?)</p> <ul style="list-style-type: none"><li>- Behaviour (Is behaviour generally good enough in class and on the playground?) – 8/31 = ok. 6/31 = not sure. 17/31 = not good enough</li></ul>	CY	



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<ul style="list-style-type: none"><li>- Learning (Is the learning in class generally building on last year and getting them to learn more?) – 28/31 = ok. 1/31 not sure. 2/31 = not right.</li></ul>		
<p><b>What items are important for JGs to discuss in future meetings?</b></p> <ul style="list-style-type: none"><li>- JGs to ask classes what their key issues are<ul style="list-style-type: none"><li>o Class resources: glue sticks, pens (esp. lids), exercise books plastic covers (inc. plastic covers)</li><li>o Behaviour in class: toys in class causing a distraction, notes passed in class, children not stopping talking despite being asked to by adult, pupils shouting out</li><li>o Class organisation by teacher: T to give pupils warning about seating plan changes, pupils option to reject seating place if they don't get on with person, space between desks</li><li>o Reading books: range, lack of care</li><li>o JGs helping with playtimes: ABAs, equipment</li><li>o Scooters put in bike shed when wet leaving no space for bikes.</li><li>o Extra playtime (5 mins)</li><li>o Extra learning time (15 mins)</li></ul></li></ul>	CY	