

## MINUTES OF MEETING

**Title:** P16 School Council meeting

**Date:** 02.12.2021

Attendance: Adults – CF, PP      Pupils – TH RD JM IH KK

Apology: none

Chair: CF

Sec. CF/RD

<b>Agenda – discussion points</b>	<b>Action Agreed</b>	<b>By When</b>
<p>We welcomed new members – IH, KK</p> <p>We talked about the time to talk presentation that we are going to do today about being a school ambassador and wrote it together:</p> <p style="text-align: center;"><i>“We are here to talk about school ambassadors. We need new school ambassadors for Ravenswood! What is a school ambassador? – someone who helps act as a voice of the school and for the students Jobs the ambassadors do – school tours, someone to talk to, help with fundraising, meetings with Mr Senior. Benefits of being an ambassador - makes you happier, its good to go on your CV! It gives you a chance to help with school problems and make things better for the students Please tell Robbie &amp; Isabella by Weds 8<sup>th</sup> December or put your hands up now and we will invite you to interview on 16<sup>th</sup> December. We will make sure you get a copy of interview questions before the interview on 16<sup>th</sup> December so you can prepare some answers.”</i></p>	<p>School council reps to talk to classes today in time to talk</p>	<p>02.12.21 @ 10.50</p>

**MINUTES OF MEETING CONTINUED**

<p>We agreed and finalised the questions for the interviews. The council agreed it would be fair that the candidates have a copy of these the week before.</p> <p>IH &amp; RD talked to P16KJ TH, JM (with help from CF) talked to P16RM KK &amp; CF talked to P16IO</p> <p>CF to ensure questions are ready for 9.12.21 for reps to hand out to candidates.</p>	<p>CF to ensure questions are typed and tidy</p>	<p>09.12.21</p>
<p>RD to let CF know by 08.12.21 who is being invited to interview.</p>	<p>As &lt;-</p>	<p>08.12.21</p>
<p>Council to meet next week to finalise interview arrangements. We discussed that if a school council rep was being interviewed, they should not be on the interview panel to ensure it is fair. Pam is not free but she is happy for us to go ahead.</p>	<p>All</p>	<p>09.12.21</p>