

SPRINGFIELD School Home School Association Meeting Minutes



Date & Time 15/01/2024 18:00

Location Springfield School

Attendees	Name	Class Representing
	Amy Hamon	Year 1
	Jen Gibb	Year 2
	Leanne Duffy	Year 3
	Sian Parmiter	Year 3
	Rachel Baines	Year 3/ Reception
	Mariana Bodea	Year 6
	Anthea Carroll	Deputy Head
	Mal Robson	Head Teacher

1. Welcome

Mal Robson welcomed everyone to the meeting – the first of the new year, and the first following Anthea Carroll's secret wedding (congratulations!).

2. Apologies

Apologies were received from Laura Tadier, Marius Sliwka and Joanna Jeffroy.

3. School update

Firstly, Mal Robson advised that, as outlined in the newsletter, the school's **Safeguarding Review** had taken place and the assessment was very positive. The day-long visit had involved interviews with staff and pupils and considered procedures and evidence of practice against a framework of 130 items including aspects of child protection, data protection, online safety, safer recruitment and risk assessments. A full report would be provided in a few weeks' time, but the headline finding was that across the 130 strands to be rated red, amber or green on the performance framework, 128 were rated green, and the remaining two required only minor action to fully satisfy the criteria. (Specifically, with procedures relating to children with medical needs being addressed in a separate policy, and amendments to the school website in relation to privacy.) Anthea Carroll highlighted that the extremely positive outcome was no surprise; thanks to Mr Robson's commitment and leadership in this area, they were well prepared to meet expectations.

Secondly, Mal also updated everyone on a December meeting about the new **Town School** proposal. Along with other head teachers, he had put forward a 'wishlist' of features and facilities for the new building (such as break out rooms, storage and facilities for art and crafts) which would inform plans to be drafted by the Chief Architect. Timeframes for construction and opening of the school remained uncertain, in the context of another planning objection having been submitted by Simon Crowcroft, arguing for the Gas Place site to be used instead to extend Millennium Park.

Finally, Mrs Ponting had been appointed as **School Business Manager** – a promotion which would allow her to focus further on supporting Mal around budgets, finance and HR matters. Recruitment was underway for a replacement secretary / admin assistant to take on the day to day running of the school office; including covering the front desk, phonecalls and appointments. With the advert out this week it was hoped to have the successful candidate in place soon after half term.

4. Treasurer update including funding requests

Leanne Duffy (Treasurer) provided the following update on the HSA accounts. Incoming funds totalled £202.61, and expenses £1,530.77, broken down as follows.

Incoming

Second hand uniform sale (05/12)	£97.00
Christmas Jumper day	£75.61
Total	£202.61

Outgoing

Football goals	£873.08
Coop vouchers	£450.00
Year 5/6 book corner	£136.31
Year 2 toys	£47.96
Activity charges	£13.42
Account maintenance fee	£10.00
Total	£1530.77

The **overall balance** was £11,166.69, with **available balance** of £10,301.15. Funds held **In Reserve** included £511.40 for ADHD resources (Anthea advised that she would be ordering more soon) and £354.14 for Foundation/ KS1 clothing.

Mal advised that a total of £170.74 had been spent on Christmas presents for the classes (which had included some exciting new equipment such as a talking wall map) but that he would liaise with Mrs Ponting about whether that money should come out of school or HSA budgets.

5. School uniform policy

Prior to the meeting, Mal had circulated the new School Uniform policy published in December by the Minister for Children and Education. This tasks schools with reviewing and reducing the focus on branded items of clothing, in order to give families more choice and scope for purchasing (at lower cost) from a wider range of suppliers. Changes must be fully implemented by September 2026. The HSA meeting provided an early opportunity to discuss the implications of any changes before consulting more widely with parents and children.

The policy states that schools should limit branded items to five, including PE kit. This would not actually mandate any change for Springfield as the existing uniform includes fewer essential items with the school logo. Currently, the Reception uniform includes a branded grey polo, green sweatshirt or cardigan, tracksuit jacket and white PE shirt. Branded items for the remainder of the school, from Year 1 upwards, are a green jumper/ cardigan, white PE shirt, and tracksuit jacket. Items considered as accessories, such as caps and book bags, do not count towards the total, and the school tie has no logo so is considered unbranded and generic.

Regardless of whether the current uniform complies with the target for branded items, Mal sought feedback from the HSA about potential changes to further limit branded items, and to help families with the costs. It was agreed that:

- the white polo shirts – while attractive when new – quickly become stained and no longer look smart. Moving to generic grey polo shirts would help both with the costs and with keeping them looking smart for longer.
- keeping the green jumpers/ cardigans and black PE jackets as branded items was reasonable and desirable
- if needed, school bibs could also be used for branding purposes, on trips or for sports teams
- existing flexibility in the school's uniform policy could be highlighted – and potentially extended; for example, girls can wear trousers instead of skirts; joggers can be any black joggers; and black leggings – which offer a better, more comfortable fit for some children - could also be a popular option for PE.

The new policy also calls on schools to ensure that second hand uniform is made available for parents to purchase, which is something the HSA will continue to do through regular morning and afternoon sales. It was suggested that it might be easier for parents to have access to an inventory showing what items and sizes were available, and it was agreed to consider other options to help those who might struggle to access sales during the working day.

Mal highlighted that local uniform suppliers have expressed concern about the viability of their businesses due to the change in policy.

6. Fundraising for this term

It was agreed to hold events either side of half term, in addition to non-uniform (break the rules) days.

Firstly, Mal outlined an offer from **Pizza Box Jersey** whereby they would supply boxed pizza kits to families via schools, with schools receiving 20% of the sales value. This involves minimal admin for the school, and has been popular in other schools where it has been offered. It was agreed that Mal would explore potential dates for this with the company.

Secondly, it was agreed to hold an after **school disco** – provisionally Thursday 8th February, before half term. It could have a Valentines theme, with two time slots; 5-6pm (Reception, Years 1 and 2) and 6.15-7.30pm (Years 3-6). Hot dogs and drinks would be included in the ticket price (£4) and additional snacks would be sold on the night.

Thirdly, it was agreed to hold a family **BINGO night** before Easter – with monetary and Easter egg prizes. The provisional date would be Tuesday 26th March, from 6pm-7.15pm. Hot dogs could be sold at the break, along with other snacks. Mal undertook to check the price charged last year for entry and a book of tickets for 5 games.

7. Any other business

Members expressed concern and frustration over issues around the hot meals service. There had been mix ups over which meals would be supplied in particular weeks, mistakes with ingredients ordered, problems with online ordering and invoicing systems, and confusing communication. In essence, there was a feeling that for parents, the benefits of hot meals were not being fully realised in the context of the teething issues bringing additional stress and uncertainty. It was also suggested that as a goodwill gesture, Springfield (and Plat Douet) families could be given substantial discounts or even not asked to pay for meals received to date. Mal confirmed that he would include this feedback in his ongoing discussions with the provider.

8. Date of next meeting

It was agreed that the date of the next meeting would be Monday 26th February.