

# SPRINGFIELD School Home School Association Meeting Minutes



**Date & Time** 26/02/2024 18:00

**Location** Springfield School

<b>Attendees</b>	<b>Name</b>	<b>Class Representing</b>
	Amy Hamon	Year 1
	Laura Tadier	Year 1
	Jen Gibb	Year 2
	Rachel Baines	Year 3/ Reception
	Joanna Jeffroy	Year 5
	Marius Sliwka	Year 6
	Anthea Carroll	Deputy Head
	Mal Robson	Head Teacher

## 1. Welcome

Mal Robson welcomed everyone to the meeting .

## 2. Apologies

Apologies had been received from Leanne Duffy, Mariana Bodea and Sian Parmiter.

## 3. School update

Mal Robson advised that three appointments had been made following recent interviews, from very strong fields of candidates. Firstly, a new school secretary had been recruited to backfill Mrs Ponting's old role, and would start just before Easter. Secondly, supported by additional funding from the Early Years Intervention Team, two key workers (for Year 2 and Early Years children) would be joining from another school after the Easter holidays. All three were highly experienced, well suited to the roles, and enthusiastic about joining Springfield.

## 4. School meals

Following previous discussion of problems with the hot meals service, Mal Robson shared positive news. Firstly, after ongoing issues with the (Bluerunner) ordering system, it has been decided to revert temporarily to the survey method used when the service was first introduced. The school has attempted to work with the current on-island food supplier, for example seeking to amend menus to swap out some unpopular meals, but there has been no flexibility from the supplier. As a result, it has been decided to establish a new contract with Apetito - a UK-based company operating across Europe, which is able to offer a much wider range of meals (including hot desserts) with much greater flexibility, and at no additional cost. Mr Robson and a colleague from another school have personally sampled their meals – which are being delivered in two other Jersey schools already - and been very impressed. With Apetito, a choice of 200 dishes are supplyable to schools (compared with the 30 on offer from the current supplier), and menus are set for a 3-week cycle. After a few cycles, Springfield will be able to modify the selection informed by feedback from the children. Initially, there will be two meat options, a vegetarian option and 1 allergen free alternative. Apetito ask only one ordering cycle's notice to alter the menus. They also have a (blast frozen food) storage facility on island which provides security for occasions when bad weather interrupts ferry sailings. Existing lunchtime staff recruited at Springfield to deliver the hot meals would be kept on, and even be offered increased hours.

In terms of ordering and payment, Springfield is currently installing 'Parent Pay' – which will eventually allow parents to pay for trips, breakfast and after school clubs and lunches, using one log in. Feedback from other Jersey schools using the system (which is widely used in the UK) is very good. Once set up, after Easter, menus, meal-selection and payment will be on the system. If the school has to close for a day, or a menu have to change, the process of issuing refunds or reallocating credits to a future payment will be managed online. The school has sought parents' permission to add their details to the system, and Parent Pay will issue activation links by email. From September, it will manage after school club and other payments.

Mr Robson is in ongoing discussions with the existing meal supplier in relation to the invoices as yet unissued, and hoping that a significant proportion of the debt may be written off, on the basis of the real and repeated problems experienced with administration and delivery.

## 5. Treasurer update including funding requests

Leanne Duffy (Treasurer) provided the following update on the HSA accounts via email. Incoming funds totalled £548.52, and expenses £152.80, broken down as follows.

### Incoming

Disco & Break the Rules Day	£640.32
<b>Total</b>	<b>£640.32</b>

### Outgoing

Glow sticks/ food (disco)	£140.39
Activity charges/ maintenance	£12.41
<b>Total</b>	<b>£152.80</b>

The **overall balance** was £11,501.21 with **available balance** of £10,635.67. Funds held **In Reserve** included £511.40 for ADHD resources and £354.14 for Foundation/ Key Stage 1 clothing for activities.

After Easter, more substantial funding requests will be made. Anthea C also would like to request (in line with eco school drive) to purchase litter pickers to do a beach clean. £230 for decent sets. She will finalise and sent request to Leanne.

## 6. School uniform policy – feedback from parent survey

As outlined at the previous HAS meeting, the new School Uniform policy (published in December by the Minister for Children and Education) tasks schools with reviewing and reducing the focus on branded items of clothing, in order to give families more choice and scope for purchasing from a wider range of suppliers. Changes must be fully implemented by September 2026. At the previous HSA meeting, before half term, potential changes and their implications were discussed, and a survey was circulated to parents.

Survey findings have been discussed with the SLT. In brief, key findings on the main questions were as follows:

- PE kit: 35% voted to retain the white polo and 41% to move to grey, while the rest didn't mind. (The SLT was minded to move to grey.)
- Retaining school logo on PE/ polo shirt: 36% voted to retain this, 41% voted to remove it, with the rest undecided. (The SLT position was that retention made sense, in terms of promoting school identity, and for health and safety reasons while on trips/ at sports events.)
- PE kit tracksuit bottoms: 28% voted to keep the black joggers designed to match the tracksuit top: 67% for any black joggers. (The SLT position – in line with CYPES advice - was to insist on the joggers being plain rather than with logos).
- Leggings: 36% of respondents were in favour of allowing leggings for PE. (The SLT position was to allow these only for special activities like gymnastics or dance – and to advise parents accordingly).

The agreed changes to uniform (grey PE polos, plain black joggers) will be phased, with the old uniform perfectly acceptable during the transition period.

In the context of warnings about Jersey-based uniform suppliers' viability, three UK suppliers had been approached before Christmas. However, their service level agreements were quite 'heavy' (for example in terms of guaranteed compensation for unsold items) and their delivery times very slow. CYPES have now agreed to have service level agreements with Jersey-based companies. As a result, it appears that Springfield's existing supplier, Lyndale, will continue to serve the school (and others on the island, including those historically linked to JSSK who are closing). Going forward, it is understood that Lyndale will provide sample sizes of each garment in schools in order to avoid families having to travel to their premises to try things on. They will continue to offer a far shorter lead time than promised by the UK companies, along with two (free) deliveries a week to each school.

## 7. Fundraising for this term

The family BINGO night would go ahead before Easter – with monetary and Easter egg prizes. The date was now set as Tuesday 26<sup>th</sup> March, from 6pm-7.15pm. Hot dogs would be sold at the break, along with other snacks and perhaps glo sticks and similar fun items, including for children too young to join in with the Bingo itself. It was agreed to charge £1 for entry then £5 for a full book of bingo tickets (6 games per ticket). If families wish to buy more on the night they can do so. Jackpot prizes will depend on proceeds on the night.

As discussed at the previous meeting, it was agreed to take up an offer from **Pizza Box Jersey** whereby they would supply boxed pizza kits to families via the school, with Springfield receiving 20% of the sales value. Mal agreed to explore potential dates for this with the company – but this would likely be after Easter, in the Summer term.

#### **8. Any other business**

World Book Day would be marked on Friday 8<sup>th</sup> March, which avoids a clash with school photographs being taken on 7<sup>th</sup>. On the Friday children may come to school dressed up, but it will be a celebratory event rather than a fundraiser.

Odd Socks day of 21<sup>st</sup> March would involve allowing children to dress in odd socks with a focus on Downs Syndrome and diversity.

#### **8. Date of next meeting**

It was agreed that the date of the next meeting would be Monday 22<sup>nd</sup> April.