

# **SMSA MEETING**

## **WEDNESDAY APRIL 24<sup>TH</sup> 730PM IN THE STAFF ROOM**

### 1) Welcome from the chair - Lynne Riley

Hello and welcome to GG, to her first SMSA meeting. Attendees introduced themselves (see below).

**Attendees:** Geraldine Gallagher (head), Tony Lanfranchi, Claudia Wordsworth, Lynne Riley, Ruth McBurney, Jenny Taylor, Rachel Maynard, Alicia Pivaro, Jeremy Wells, Lucy Tudor, Helen Barrison, Annabel Rooney, Laurence Penn, Anne Liepe, Clare Leach, Cordelia Brown. Anna Mazzega, Maria Abellas, Karen Revel-Chion, Karel McNamee, Kate Waine.

**Apologies:** Sally Holyland, Lorna Ross, Jessica Worthington.

\*\* Some changes to agenda order, minutes are chronological with items appearing in the order we covered them. Reps to canvas their classes.

### 2) Gardens update – Alicia Pivaro, Lucy Tudor

**SCHOOL GROUNDS/GARDENING:** Updated on consultation – with teachers, Governors and outside bodies - and planning that has been going on since October on above. London Play, Green Play and Shape, three outside companies have submitted quotes. Next step need outside support e.g. Michael Follett ('outdoor play and learning,' work praised by OFSTED. Wants to change culture and ensure outdoors fully embedded. Aim to properly integrate Green Room into the school. He has agreed to work with us on the planned changes. Runs a support programme over two years to ensure proper embedding. His costs for delivery of programme and support **£3,500 and travel from Somerset (max £900)**. Comes down to paying for ensuring success of the project and cultural shift effective. Some quick fixes are going to take place in the short-term, but fuller strategy will take longer. Had the big plant day on April 20<sup>th</sup>, had 40 parents attend planting and approx. 20 kids. Foundation Stage playground makeover also happened. Thank you to all helpers! SMSA gazebo will be used on a temporary basis to fulfil OFSTED outside classroom criteria (see later discussion about the need to replace this as it is broken). Also sourcing donated wood/logs from locals with which kids can play. Have also consulted with artist parents about doing some work with the kids around the grounds. There will be a half-day inset on all this for teachers in the new academic year. Alicia seeking SMSA funds for Michael Follett; Governors are also finding money to help fund the strategy.

Question raised by Karel (co-treasurer) as to whether we needed to consider other experts, but meeting felt Alicia and Lucy had put in a lot of research effort already and had such positive feedback about Follett that this wasn't necessary. Reassurance given, however, that the large spend provision for the grounds would be going out to tender.

**Meeting approved the funding** (as above) of Michael Follett to offer consultation on the plans, with a particular emphasis on the outside curriculum and embedded a change of culture where it came to children and our outside spaces. Likely timeline: MF He will do an audit in the summer term, so Alicia that some works may happen as early as this summer and if not the autumn term.

LR said that funding sources beyond the Governors and the SMSA are going to be tapped and Karen RC will spearhead that. LR said an official THANK YOU from the SMSA to Alicia and Lucy for all their amazing work on the gardens. **Please see attached notes on this provided by Alicia and Lucy.**

### 3) Matters arising from last minutes: - LR

GG on end of mi-sport **after-school provision** this term due to lack of interest despite parents having appeared to be keen. This is being monitored and if parents are willing to fully commit and pay upfront in advance, this may recommence in the autumn. Just to clarify, the mi-sport after school email address is [david@mi-sport.co](mailto:david@mi-sport.co) or [greg@mi-sport.co](mailto:greg@mi-sport.co), (not . com) **If you want the after school club to start again from September please email David or Greg to indicate your interest.**

Chris Evans breakfast and crafts pre-school club is on-going and parents are invited to use this even on an ad hoc basis. The office has details.

#### 4) Finance update: Karel McNamee

£43,000 available - at start of meeting ! - after prior commitments.

Tessa Shepherd co-treasurer is planning to stand down. If anybody is keen to become a co-treasurer with Karel, please contact Karel for more details (collecting cash, basic accounting). [mcnamee.karel@googlemail.com](mailto:mcnamee.karel@googlemail.com)

Some discussion as to the various areas that the SMSA funds may be required for e.g. IT strategy. Talk about targets for raising money to galvanise parent body and some visual aid to show fundraising achievements.

#### 5) Sponsorship update – Kate Waine

Updated on TMD's extensive sponsorship (£3250) for SMSA fundraisers and what they expected or hoped for in return. Eg: They would like 8-10 banners around the school in the run-up to events. Discussed other prominence e.g. on website, might they supply cups for coffee at events?, TMD logo at the finishing line. Thank you to parents who have joined the list of people willing to have boards outside their houses. Claudia to put mini logo of TMD in SMSA notice board. They want their connection evident on posters, tickets and programmes too. The new head, Geraldine Gallagher (GG), was happy for the banners to be put up around the school premises. The right to put a banner on the roundabout as Haringey's property was raised.

#### 6) Wish List – Tony Lanfranchi

Nothing this month, but Tony has and will continue to speak to teachers about the way the wish list operates.

Rachel Maynard re computer provision in the Reception classroom. Sought an update on what was happening. GG promised to find out more.

#### 7) Governors UPDATE: Karen R-C

Next Governors' Surgery: **Saturday April 27**

10am -12, general issues, please make an appointment in advance via email, outlining basic issue you want to discuss. EMAIL: [governors@stmichaelsn6.com](mailto:governors@stmichaelsn6.com)

Karen said someone had suggested these surgeries might coincide with SMSA meetings, but that was felt to be not a workable idea, for privacy and for the different focuses, SMSA is about fundraising essentially.

First surgery was busy, but recent surgeries had a couple of appointments only. Taken to be a good sign if lots of people not rushing to the surgeries. Appointments can be made at other times if you are unable to make the scheduled surgeries.

Re grounds (Jeremy Wells) – big focus at the moment to ensure best use made of our grounds. Have earmarked £30k to premises as Haringey budget leaves a big shortfall in this domain. We only get about £36k from the delegated budget for this/building structures, and this is more or less what the school spends just on utilities.

Governors fund continues, if you would like to become a regular contributor, please contact Karen for the relevant forms.

Jeremy said about 40% of parents donate. At its peak, we had 50-60% donating. Plan to have a new fundraising drive summer/autumn, with new literature explaining the role of the Governors.

*(GG and TL had to leave at this point).*

Discussion had about ensuring the New Parents' evening is better attended in future through more timely and repeated communication. This is obviously a key opportunity to talk about the Governors remit and funding.

#### **8) Library update – Julia Weiner**

Fridays up and running and opened up to KS1 children who are keen.

Julia has been buying new books.

Again, Julia is keen to hear from parents who would like to take on some responsibility for the library.

#### **9) Website update – Laurence Penn**

Has updated some of the merchants on the site.

Has explored the idea of setting up an email facility for communication, aim is to have this up and running by the autumn. Reps emails would be available via this.

#### **10) Review of past events – LR**

No items to discuss.

## 11) Forthcoming events – LR/RMc

### May 2 - quiz

Tickets 12.50 each including a light supper. Individual tickets, but can also book as a team. 730pm for 815pm start. Details on the posters and the website. Tickets from the office this week or via email to Sarah Thomas – [sarahthomas2010@hotmail.com](mailto:sarahthomas2010@hotmail.com)

### Sunday May 12 - football fun day

Boys and girls from each class form teams to play against the opposite class and, in the case of the older classes, against one other year. **Each team needs a parent manager. Start time is 1pm.** Potential dads tournament and mums match.

**Help needed!** – BBQ people. café, bar etc. Please contact Ruth [ruthpdq123@hotmail.com](mailto:ruthpdq123@hotmail.com)

Ruth MCB: Raised the issue of buying a marquee/gazebo and outlined options. Jenny Taylor offered to use her contacts with Casablanca Marquees to see whether we can obtain a replacement in good time for the football fun day which is of suitable strength and cost. Email communication will be coming out shortly.

### June 23 - fun run

Kate Waine - More fun planned this year! Adult race will be a relay of some sort. There will be info going out with the kids and then detailed information will come via the website. **Anyone keen to help, contact**

**Kate.** [kate.waine@blueyonder.co.uk](mailto:kate.waine@blueyonder.co.uk)

### July 6 - Summer fair

Rachel and Jenny offered to help Ruth with the organisation.

### July 20 – campout

**Lynne is keen for offers of help with the campout organisation.** Volunteers please email: [lriley157@gmail.com](mailto:lriley157@gmail.com)

## 12) AOB – LR

Rachel has lagged/padded the bottom of the notice boards to safeguard kids' heads. Thank you!

Remember – see previous minutes – various posts will become free so please consider whether you would like to be on the committee next year. More information, contact [lriley157@gmail.com](mailto:lriley157@gmail.com)

If anybody is keen to make a commitment to help with the Y6 netball club after school next year, please contact Lorraine Wells [lorraineewells@gmail.com](mailto:lorraineewells@gmail.com). Kate Waine has offered to help in some form. **Can reps re-ask their classes for keen netballing mums.** Claudia spoke about the Back to Netball campaign going on and that they may be able to provide someone...

Discussion about sourcing a new gazebo for cake sales rain cover and the nursery playground to provide shade. Claire offered to look into options.

### **Next SMSA meetings:**

**May 23rd**

**June 20<sup>th</sup> AGM – in junior hall**

## **Shop and benefit St Michael's – go to the school website, click onto [smsa/shopping!](https://www.stmichaelsmsa.org.uk) Easy!**

### **UPDATE NOTES FOR SMSA APRIL MEETING**

#### **SCHOOL GROUNDS PROJECT**

Alicia Pivaro and Lucy Tudor

#### Introduction

Since October Lucy and I, working with staff across the school, SMSA and governors, have been working on the school grounds project.

We have also been researching, visiting projects and speaking to numerous people who have delivered this type of project.

As well as looking at making the most of our amazing grounds – we are keen that this project is embedded within the thinking, vision and teaching of the school.

It isn't just about better play or nicer grounds = both Ofsted and Play England have acknowledged the importance and benefits of outdoor play in social and educational terms – so we are riding a wave of new thinking that has already been tried and tested.

<http://www.playengland.org.uk>

<http://www.ofsted.gov.uk>

Even the Health and Safety executive have re-written their guidelines in response to this new approach that embraces independence, risk, creativity within a natural context.

We have a number of strands to this work;

### 1 OVERALL STRATEGY FOR SITE

Development of overall strategy and plans for each playground – we invited 3 excellent companies to tender to a short brief developed out of our research and staff consultation – London Play, Green Play and Shape. These initial responses are being looked at to help us get a feel for costings and other ideas from the experts.

### 2 EXPERT SUPPORT

Through our research and independent recommendations we came across the work of OPAL (Outdoor Play and Learning programme). This is run by Michael Follett, an acknowledged leader in this field. Lorna Ross and I had a meeting with Michael to discuss our project and how OPAL can help us.

He provides a rigorous Support programme that ensures the whole school community is part of any changes – through INSET days, parent and governor workshops and regular meetings. The programme is developed from years of experience at seeing schools spend lots of money without the necessary change of culture, training, working practices that will make a project as success.

He has agreed to work with us on our plans which is wonderful news – initially auditing our site and helping us develop quick and cheap ideas for improvement and developing the more long term capital works that will transform our outdoor spaces.

<http://www.outdoorplayandlearning.org.uk>

His costs are £3,500 + £900 travel expenses (max)

### 3 FIRST PHASE CHANGES AND 'QUICK FIXES'

As a result of all the work to date we are in a position to identify items and small improvements that work within the overall strategy. This strategy quite rightly should take longer to agree and set motion - at the very least to ensure we have applied due diligence in terms of any expenditure so we get best value for money (that doesn't mean cheapest!!) and real benefits are realised now and in the longterm.

So we have had;

The Big Plant day – over 40 parents and 30 kids last Saturday – here to plant 500 plants in top playground, Key stage 1 playground and staff garden.

4 hour makeover challenge of the Foundation stage playground – painting sheds, cleaning, potting, tidying + items arriving soon

+ Mario is making a plywood sandpit cover (so the tarpaulin and tyers can go!)

+ using the SMSA gazebo as a temporary 'outdoor classroom' to test how this might work and where it is best located

Log delivery = local tree surgeon delivered sections of logs to Key stage 2 area for seating and playing

+ Highgate Wood are providing tree trunks and other smaller den making branches all free of charge.

Artist projects – spoken to Kate and Matt who do panto sets and Peggy and Steph about running projects around the site – in particular the huge wall enclosing key stage 1 play area.

Conclusion

So we are at very exciting time and with Michael on board we can begin the audit which will provide our action plan for progress in a structured way. The school have also booked the October INSET day to focus on Outdoor Play so all the teaching staff feel supported in any changes being implemented.

We understand there is a desire to see change quickly and will be working hard over the summer term to make any improvements we can that form part of the developing overall strategy.

All offers of help and ideas gratefully received.