

Tealby Primary School

Aspire | Believe | Achieve

We want our pupils to move from us, confident, curious, articulate, creative, independent and well-prepared for their next stage. We want to produce collaborators, innovators, leaders and, more than anything else, young people who understand what it is to be human.

Meeting Agenda/Notes

07/10/2025

1. Welcome

Mrs Humberstone
Head Pupils: Annie and Xander
Noah S
Hannah C
Isabella P
Mia O
Charlie N
Emmeline C
Agatha T

2. Terms of reference

Ambassador programme, meeting with our wonderful **Head Pupils** to agree on our **Terms of Reference** and set agendas for our first Class Meetings. 💬 ☀️

- Here are our **Tealby School Ambassador Terms of Reference**:
 - One pupil from each class (Reception to Year 6) will be nominated as a Tealby School Ambassador.
 - Meetings will be held at least once every half-term.
 - Ground rules** for meetings include:
 - Respecting others' ideas and opinions 🙌
 - Listening carefully when someone is speaking 🗣️
 - Speaking politely and taking turns to talk 💬
 - Being positive and supportive of each other 🌈
 - Ambassadors will report back to their classes after each meeting.
 - Ambassadors will wear their badge to school each day with pride.
 - Ambassadors must be good role models for all children across the school.

✍️ **Signed:** The Tealby School Ambassadors and Head Pupils

3. To receive reports/feedback:

- Field issues:** can we do anything about the mole hills on the field?

COURAGE

EXCELLENCE

DETERMINATION

RESPECT

INSPIRATION

COMPASSION

ZH to action and liaise with contractors.

- **Class 4 raised PE Shed Ambassadors: Respecting and Looking After Equipment**

Current Issue:

- Too many children are helping themselves to equipment without permission.
- Items (balls, pumps, bands, etc.) are being lost or left out.
- Equipment isn't always returned or looked after properly.

Plan of Action

1. Training & Responsibility

- Ambassadors to complete a short training course on caring for and managing equipment.
- Assign clear roles (e.g., shed monitors, sign-in/out leaders).
- Ambassadors to model respectful use.

2. Potential System for Borrowing Equipment to be discussed in class meetings

- All items must be signed out and signed back in.
- Equipment can only be borrowed with permission from the ambassadors.
- Any damaged or missing equipment must be reported immediately.

3. Communication & Awareness

- Monday assembly: Share key messages about looking after PE equipment.
- Display a poster in the shed with rules and photos of the Play leaders/ Shed Monitors.
- Remind pupils that the shed is a shared resource — it's everyone's responsibility to keep it tidy and complete.

4. Potential Consequences to be discussed in class meetings

- If equipment goes missing, classes will lose access for 24 hours while ambassadors investigate.
- Repeat issues will be reported to staff.
- Rational and fair consequences will follow to help pupils learn responsibility.

Assembly Monday 13th October: Message to Pupils:

- We all love playing at break and lunchtime. To keep our PE shed stocked and fair for everyone, we must respect the equipment, return what we borrow, and take pride in our school's resources.

- **Year 5 & 6 Fundraising Proposal: Better Dictionaries for Brilliant Writing**

The Problem:

Our current dictionaries in school are old, tatty and ripped. Some are missing pages or have poor-quality print, making them hard to use. This makes it difficult for us to find accurate spellings and explore interesting new vocabulary to improve our writing.

Our Goal:

To raise enough money to buy new, high-quality dictionaries for Upper Key Stage 2 (Years 5 and 6).

These will help pupils:

- Use more sophisticated word choices in their writing.
- Improve spelling, grammar and punctuation.
- Build a love of words and language.

Our Plan:

We'd like to run a sponsored event to raise the funds needed. Ideas include:

- A sponsored walk or bike ride around the village.

- Asking the PTFA to help sponsor or match-fund our efforts.
- Collecting donations through the library fund or a school appeal.

Next Steps:

1. Research good-quality dictionaries used in other schools.
2. Gather examples and prices – C4 to research during Singing Assembly 9/10/25.
3. Create posters and permission slips for the event.
4. Present our proposal in Monday's assembly to inspire the school to get involved.
5. Consider a review of dictionaries across the other year groups

Message from Year 5 & 6 Ambassadors:

"We want every pupil to have access to excellent dictionaries so we can all write with confidence, curiosity and creativity. Please help us make it happen!"

4. Decisions for approval

- i. Children in Need Assembly: - to decide in the class meetings what we are going to do as a school

5. Any other business:

To consider what reading book requests each class has.

6. Key dates and further meetings:

Actions from last meeting	Action by / due	Completed

Actions from this meeting	Action by / due	Completed
Ambassador Terms of reference laminated and added to display	ZH 10/10/25	
ZH to action and liaise with contractors regarding Mole Hills on Football pitch	ZH 20/10/25	
Assembly Monday 13th October: Message to Pupils:	ALL 13/10/25	
Dictionaries - Gather examples and prices – C4 to research during Singing Assembly 9/10/25.	C4 13/10/25	

1. Key dates and further meetings:

Date of next meeting: Tuesday 21st October 2025