



Minutes

Meeting:

Date: Thur 11 November 2021, 7.30pm

At: Pre-school

1. Welcome & Introductions

Many thanks to all attending . Apologies received from several members but previous correspondence indicates agreement to committee appointments. See Item 8.

Committee Officers	Y/ N	General Committee	Y/ N	Staff	Y/ N
Di Morrison – Chair	Y	Kathryn Varo	Y	Jackie Piaf	Y
Trisha Ferguson – nominated Vice Chair	N	Ursula Maywald	Y	Jackie Herring	Y
Ruth - Treasurer	N	Cath Scales	Y	Caryl Freema	Y
Laura – nominated Secretary	N			Others	N Y
				Debbie Reyland	Y

2. AOB

There was no additional business to consider

3. Admissions

There are slightly lower numbers than last year, and this prompted a wide ranging discussion relating to options:



- A community opportunity for 'Stay and Play' sessions for younger children (under 2 years) to promote the Pre-school and support local parents. Initially this could be offered fortnightly.
- Review Pre-school hours and explore opportunities for offering extended hours

ACTION: Consider in greater detail at the next meeting and explore finance and staffing implications

4. Finances

The committee discussed finances and the sustainability of the Pre-school. This was partially reflected in the previous Item and will need further consideration. The Pre-school continues to function with financial security this year with thanks for the prudent management of the accounts by the Administrator

5. Covid 19 issues

Pre-school continues to function in line with evolving government guidelines. The committee explored the guidance concerning children attending more than one setting.

There was concern raised about a recent outbreak about Foot and Mouth. One child had been particularly ill and this was a concern. The Pre-school follows guidelines about how to deal with an outbreak. There was discussion around the difficulty of controlling an outbreak as children do not show symptoms in the first few days. It was agreed that the Pre-school should support parents by informing them about outbreaks so that they are alert to the illness.

ACTION: inform parents and carers fully when there are outbreaks

6. Premises

The committee noted that there is now a new Minister in post and she has offered the church premises for a Nativity Play in December. All interested adults will be invited to attend. The Church will support with distancing and wearing masks.



7. Staffing

There are no specific staffing issues at this time

8. Committee issues

The committee agreed to nominate the following posts (subject to successful completion of the necessary DBS and EY2 processes):

Vice Chair – Trisha Ferguson

Treasurer – Ruth

Secretary – Laura

Nominated – Cath Scales

Seconded – Kathryn Varo

Agreed by unanimous vote.

The committee expressed their thanks to all those who took on an additional role within the committee

9. Feedback from Manager and staff on Pre-school achievements & challenges

The children continue to make progress in all areas of the curriculum, but the Manager informed the committee that progress is difficult to assess since the curriculum now covers a wide age band (0-3 years)

The 2Simple Evidence Me online learning journeys are now in place, and it is the intention of the Manager to share the term's progress with parents. The staff are expected to enter 2 observations a week. Thanks to Caryl for her IT support which has supported all staff.

ACTION: Share data with parents and carers and invite them to contribute to the data base with their own child observations