

MEETING AGENDA & MINUTES

Date: 27.4.26

Focus: OPAL Team

AGENDA

- ★ 1st half
- ★ Mud kitchen - looks a mess, I have some ideas to put forward for this
- ★ Bikes - Pedal Power have said they have some for us, can the school council make contact?
- ★ Water area - this is something we need to have. I have included an image of a simple idea, but open to suggestions



- ★ Music area
- ★ Daily helpers
- ★ Non uniform day for donations
- ★ Budget - Easter raffle money and money left from last year in PTA bank, suggestion to keep some in cash going forward to buy second hand equipment.
- ★ Equipment needed - I am aware the ball area equipment needs replenishing
- ★ 2nd half
- ★ Risk assessment update
- ★ R.A.P.I.D ?
- ★ Moving forwards
- ★ Health & Safety
- ★ OPAL College - new members sign up [HERE](#) please
- ★ Poster

Minutes:

Mud Kitchen: CG proposed removing 2 sides of tyres and replacing with a fence to make the area look more appealing. It will also reduce the number of tyres being knocked over. Further suggestion to add a water butt to the mud kitchen area so that mud can be made all year round. Cost of £259.50 to build the fence.

School council and play team agreed the fence purchase - unanimous decision.

Bikes: Pedal Power have some bikes for us but we need to collect them. Pedal Power would like to train the children to maintain bikes so that the children can then train others - this way all of our bikes will be much better maintained.

School council raised that there are many times where children (Mainly KS2) are playing on the wrong size bike therefore the bikes are then being damaged and made unuseable.

ACTIONS: School council to write to Pedal Power to arrange a suitable time for collection.

Children to be spoken to in assembly regarding appropriate use of bikes.

Water Area: To maintain OPAL platinum we need to have a water play area. CG shared her idea of using the tyres coming off the mud kitchen to layer and then line with tarpaulins/pond liner to create this space. School council asked what else they would like to see in this area, suggestions were: water tracks and pipes, small world and water play together, water guns and targets (Though some concerns were raised about them being used appropriately), paint brushes and buckets to 'paint' with. Discussion around where to place the water play.

ACTIONS:

School council to look for suitable area at lunchtime and let CG/HG know.

Music Area: discussion about how to improve our music area as it seems quite popular. Ideas: Upright palette with pots and pans to make music, make a performance stage that is more appealing (i.e. plywood over the palette to avoid slipping in the gaps, black background, red curtain, music notes and instruments to be added details), copper pipes/guttering to be used to make tubed instruments, chime bars, microphone and stand for singers when bands are performing, now and next area to reduce arguments and children using the piano for too long.

ACTION:

Approach Miss Hall about completing decoration for the stage.

Helpers: Discussion around helpers at tidy up time. We could assign individual children different jobs or we could zone the areas by year group and so each year group is responsible for a given area. Vote carried out - zone by year group was the outcome.

ACTION:

Zone by area and assign year group for each area

Non Uniform Day: it was suggested that in a similar way to before we could have a non uniform day for a donation to OPAL - monetary donation suggested as we need to purchase some resources to action the above points and can often source on places such as Facebook selling pages but need cash for this. Unanimous agreement.

ACTION:

School council to write to Mrs B to ask permission for Non Uniform Day.

School councillors left at this point and the play team continued the meeting as follows:

Risk Assessments:

Need to be updated. They are in OPAL folder on the drive - make a copy and update the dates.

Lunchtime staff need the 5 minutes prior to lunch to risk assess the areas - children being sent out at 11.55 not 12 and therefore this time is lost.

ACTIONS:

TA & SB jointly email staff re timing of sending pupils down.

All team to update RA

Play team:

Play team need to sign up and do courses (Link in agenda above). Must do risk assessment course.

LPSAs that are outside during OPAL need to complete this to - to be given PLT time to do this.

Play team could do with a parent member, we have a governor, teachers, support staff. Who?

Maybe need to define role a bit and approach some parents - Mrs Cushway?

Create a poster to ask for donations of specific items i.e. pond line, sand toys, netting. We seem to have more success asking for specifics rather than generic items.

ACTIONS:

PLT organised for LPSAs

Parents to be approached re play team

Poster to be created.