

Play Leaders' Meeting Minutes

Date: Tuesday 4th November 2025

Place: Headteacher's Office, East Bergholt Primary School

People Present:

Dacia, Ruben, Heidi, Dom, Seren, Bella, Oscar O, Franklin and Harry

What We Talked About:

1. Harry and Franklin shared the results of their playtime survey.
The three most popular pieces of playtime equipment were:
 - a) Monkey bars
 - b) Tyre swing
 - c) Colouring station
2. Mrs Sampson will ask Trevor the carpenter to come and talk to the Play Leaders about storage solutions for the playground equipment and building some shelving.
3. The Play Leaders have designed a new certificate, which they would like printed on card. They have decided to give out three certificates each week.
4. A timetable of Play Leader support was created together.
5. Mrs Sampson needs to order whistles and timers.

Actions

- Mrs Sampson to speak to Trevor the carpenter about storage and shelving
- Mrs Sampson to order whistles and timers
- Certificates to be printed on card
- Play Leaders to begin giving out three certificates each week

Next Meeting:

Monday 10th November, 13:05